

Log In

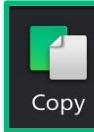
1. Tap card, or
 2. Click  Log In, and then enter authentication ID
 3. Click  (letters in icon varies)

Log Out

Pins

Pins is the option of retrieving feature settings of recent jobs. User can also save pin from Copy, Scan, Email or Fax.

Copy

 Adjust features if necessary. Tap [Start].

Scan

Scan can send via email, SMB, FTP or SFTP (availability subject to setting).
 1. Tap  to specify destination.
 2. Tap [Features] to adjust features if necessary.
 3. Tap [Start].

Email

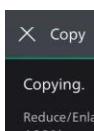
Scan

1. Find more destinations in  (availability subject to setting).
 2. Tap [Features] to adjust features if necessary.
 3. Tap [Start].

ScanAuto

ScanAuto skips blank pages of the document and putting pages in upright orientation. It scans document 2-sided and auto-detects color.
 Tap [Start] to scan.

Stop Copy

 Tap [Pause], then [Cancel].

Print

ApeosWare Print

Tap [Start (Print All)].

Fax

1. Enter recipient's number.
 2. Tap [Done].
 3. Adjust features if necessary.
 4. Tap [Start].

Jobs

5. Tap [Jobs] on the left toolbar for job status. Tap [All Jobs] to filter in fax jobs.
 To delete a job in the middle of sending: select the job and tap [Cancel].
 To check a job if it was sent successfully: find "Send Fax" – status: "Completed"