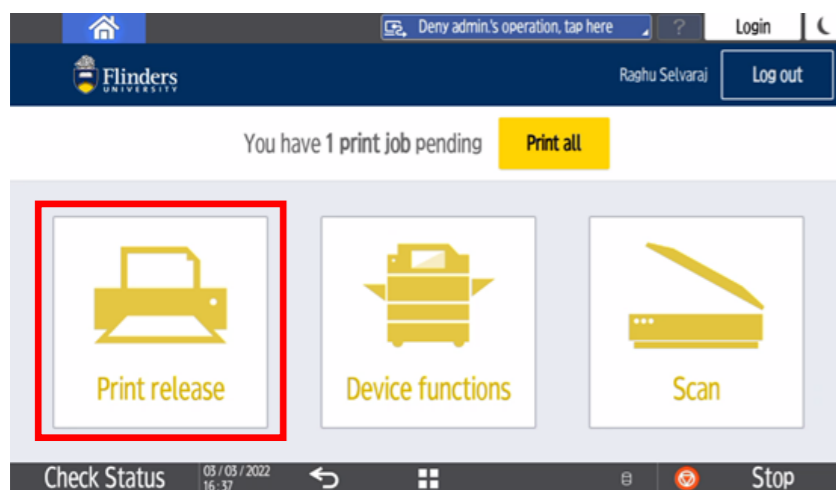


QUICK REFERENCE PRINTER GUIDE

Swipe your card to 'Wake-up' the printer & Release

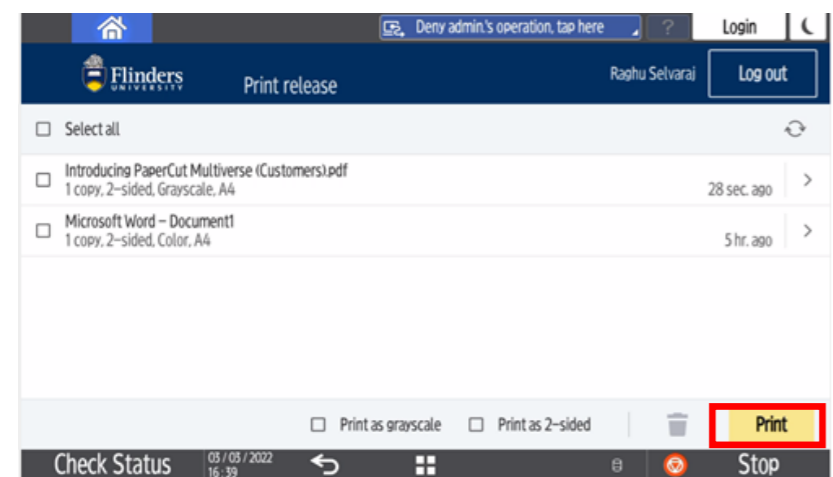
RELEASE YOUR PRINT JOBS

1. Select 'Print Release'



2. Select the document to print

3. Select 'Print'



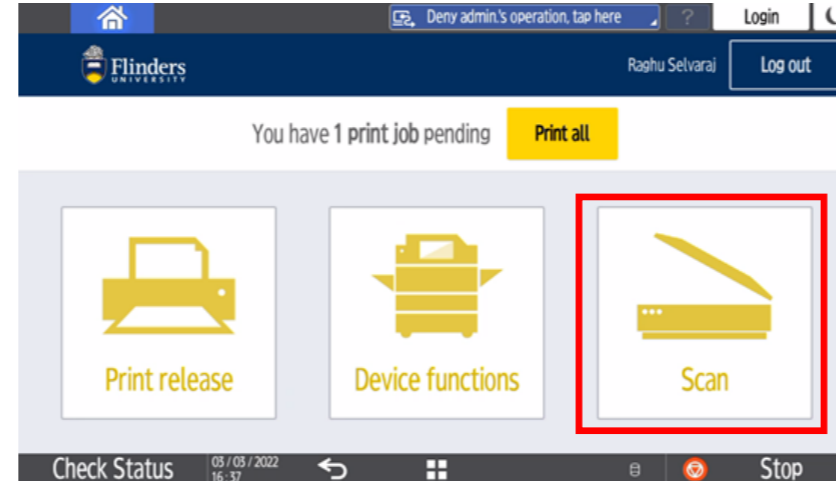
* You can select multiple jobs, by tapping the check box next to each job

* To delete, select the job and press 

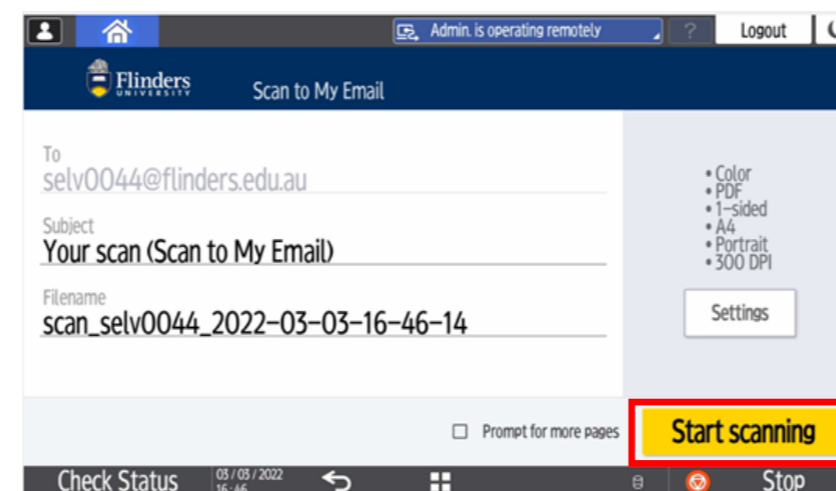
REMEMBER TO LOG OUT


ACCESS SCANNER

1. Select 'Scan'



2. Place your document in the top feed tray, then select 'Start Scanning'

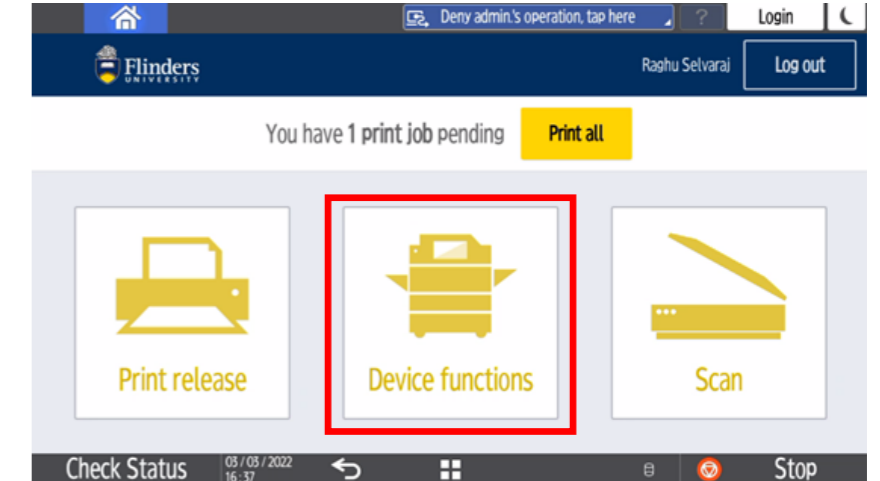


* If you wish to change any scan settings, Press  and make your selections.

REMEMBER TO LOG OUT

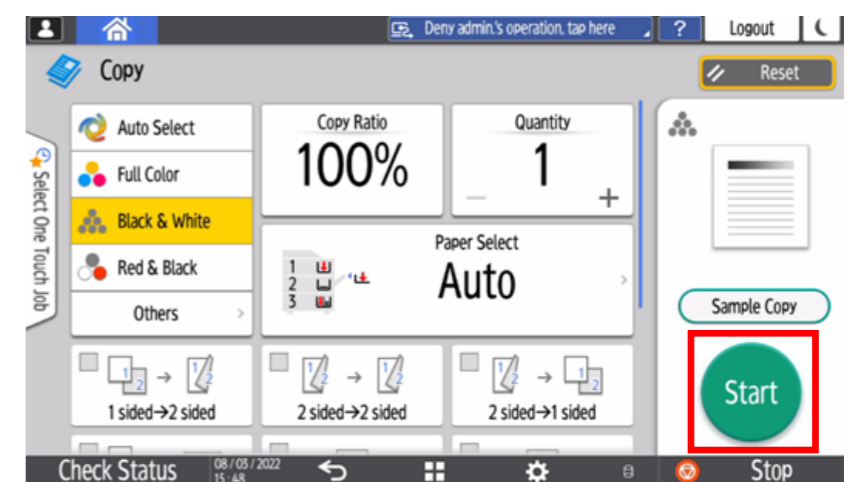
ACCESS COPIER

1. Select 'Device functions'



2. Select 'Use device functions' on next screen

3. Select Copy 



4. Place your document in the feeder tray, make your Copy selection, then Press 'Start'

REMEMBER TO LOG OUT