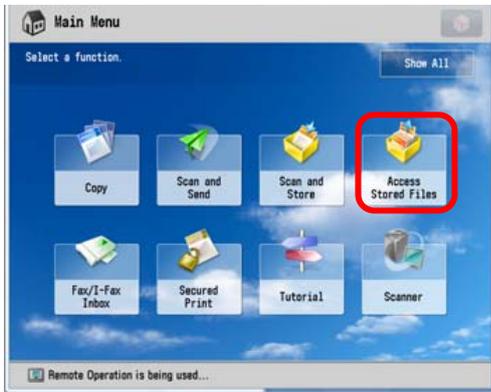


# PRINT FROM USB

Using the Access Stored Files to print hard copy files from electronic copy from a USB memory stick.

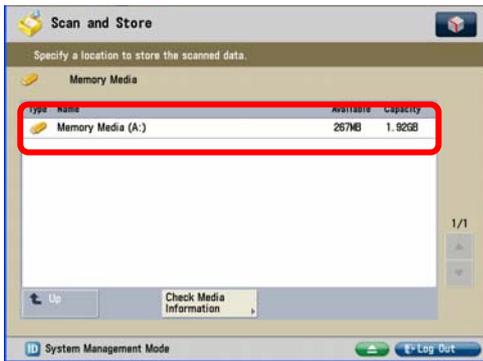
1. From the main user interface select 'Access Stored Files'



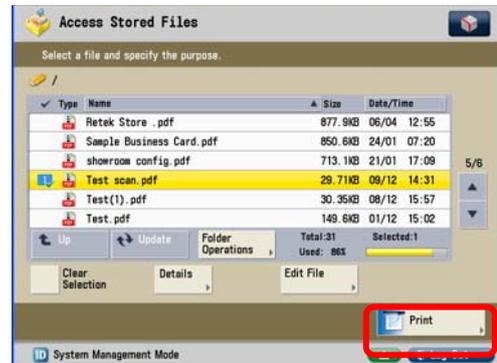
2. Select Memory Media.



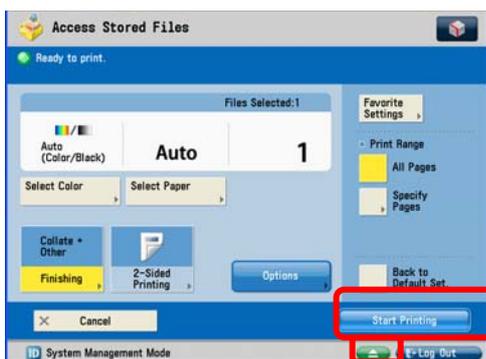
3. Insert the USB Memory stick into the USB Connection on the right hand side of the panel. Touch the Memory Media on the screen.



4. Browse to the folder to locate the document you wish to print. Then press the print button.



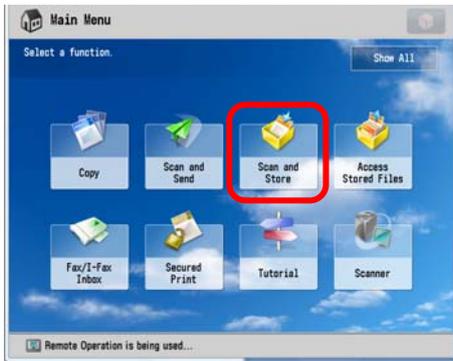
5. Select options for printing (Auto/Black). Select the Start Printing button. Remember to select the green eject button and Remove Media to eject the USB properly.



# SCAN TO USB

Using the Scan and Store to scan hard copy files to electronic copy on a USB Memory stick.

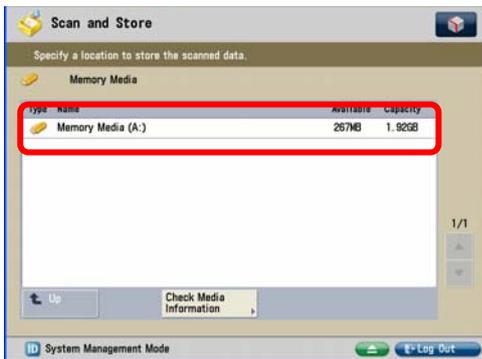
1. From the main user interface select 'Scan and Store'.



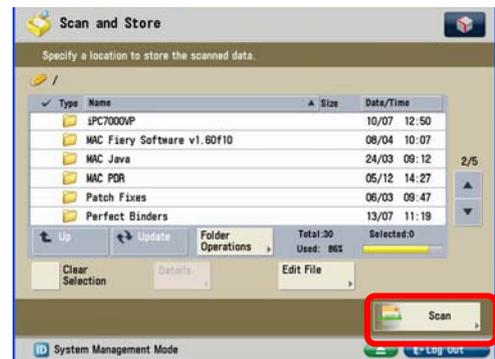
2. Select Memory Media.



3. Insert the USB memory stick into the USB Connection on the right hand side of the panel. Touch the Memory Media on the screen.



4. Browse to the folder or area where you wish the scan to be saved. Then press the scan button.



5. Select options for scanning (Auto/Black), File Format etc. Give the document an identifiable name under File Name. Press the green button on the panel to start the scan.



6. Check the scan appears on the memory stick. Remember to select the eject button and Remove Media to eject the USB properly.

