



bizhub c308

COPYING

- Select the **Copy** button on the control panel (or from the main **Menu**)
- Select the features you wish to change/use
- Select Function 2 or Application to program additional features
- Select the 10Keypad button (or press on No. of Sets on screen) for quantity
- Press Start

Program	Quick Copy			٩	Search	Job List
Ready to Copy Use the keypad and C to change the number of sets.						01/21/2015 01:42 Memory 100%
Origina		►	Output			Check Setting
						•
Text/Photo Printed Original Type	Color OFF	et Paper	100.0%	Duplex/ Combine	Do Not Staple Finishing	Function 1 Function 2 Application

EMAILING

- Select the **Fax/Scan** button on the control panel (or from the main **Menu**)
- Select the features you wish to use
- Select **Application** to program additional features
- To search the TRU directory for your email address, tap Addr. Search, then Search
- Type in a keyword (name) then tap
 Search
- Select your name from the search results
- OR if programmed: Select your name from the **Favorites** or **Addr. Book**
- Press Start

Program	- 4					۹ :	unction	Job List
Select desired destination(s). Fax can be sent at any time using the Keypad.					No. o	f Addr. 0		01/22/2015 05:05 Memory 100%
🖂 E-mail RX	Check Setting							
Address Book	Favorite A	BC DEF GHI	JKL	MNO PQRS	TUV W	(YZ etc	- All -	
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Addr. Search	ftp1	WebDAV webdav1	ip-fax1	ldr.Fax 🚆 I- i-fax	Fax 1			Address All
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Q; 8	8 88	. .	2			Z		
1-Sided S	200dpi F Fine Au	to Color F	DF	Auto	O	V		
Simplex/ Re Duplex	esolution	Color File	Туре	Scan Size	File N Subj Neme	ect Othe		Application

* If you have any questions or require assistance with features or applications: Please Call: 1-800-263-4410 or Email: <u>service@bt.konicaminolta.ca</u>