

# HOW TO STORE ORIGINALS INTO MEMORY MEDIA/USB

#### Step 1 - Press 'Scan and Store' on the main menu screen.



#### Step 2 - Press 'Memory Media'.

🗳 Scan and Store	<b>\$</b>
Specify a location to store the scanned data.	
Meil Box Data storage in this device to store and handle files for prinking in format exclusively supported by this device.	Advanced Box Data starage in this device to store and basele filles in fermate commanly supported by PC, such as PDF.
Network Beta storage on the Network (Remote Advanced Box) to stare and handle filles in formats commonly supported by PC, such as PDF.	Mamory Matia Renewable media to store and handle files is formats commanly supported by PC, sect as PDF.
Connecting the Memory Media.	

#### Step 3 - Select the desired memory media.





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### Step 4 - Place your originals



#### Step 5 - Press 'Scan'

🗳 Scan and Store			\$
Specify a location to store the scanned data	ı.		
🤣 /work_01/			
√ Typa Name	A 8120	Date/Time	
20100404130422. pdf	64. 42KB	04/04 04:12	
20100404130625. pdf	624.5KB	04/04 04:12	
20100404131505, pdf	166.7KB	04/04 04:22	
20100404134249_001. jpg	1.1MB	04/04 04:48	
20100404134609, tif	150.9KB	04/04 04:50	
			7
Lu the Contemportations	Tatal.5 Used: 42%	Selected:0	
Clear Details Displa Selection Jacobia	Edit File		
		Se Se	an ,
Connecting the Memory Media.			

#### Step 6 - Specify the desired scan settings e.g. specify a file name.





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### Step 7 - 'Press Start' 💽

If the following screen is displayed, follow the instructions on the touch panel display ----> press 'Start' once for each original. When scanning is complete, press 'Start Storing'.

🗳 Scan	and Store				<b>\$</b> 2
Specify a	location to store th	e scented data			
9 V Type	<scan and="" stor<br="">Press the [Sta</scan>	n> rt] key to scan	the next original.		×
	Auto Black	100%	L M	Change Settings ,	
	Pages	stere 1 → 🤣	to /		
t Up					
Clear Selec	Sta	p	Start St	aring	
					Scan ,
🇳 Scen er	d Store Wai	ting to scen			

When scanning is complete, the scanned data is stored in the selected memory media.

🎺 Scan and	d Store					Ŷ
Specify a locat	ion to store the s	cenned data.				
🥏 /work_01/						
🗸 Type Hamo			A Size	Date/Tim	e	
20100	404130422.pdf		64.4212	04/04	04:12	
20100	404130626.pdf		624.5KB	04/04	04:12	
a 20100	404131505.pdf		166.702	04/04	04:22	
20100	404134249_001. j	P9	1.148	04/04	04:48	A
20100	404134609.tif		158.903	04/04	04:50	
L Up Clear Selection	<b>€</b> Update Details	Folder Operations , Display Image ,	Tatal:5 Used: 42X Edit File	Selected	:0	
Connecting t	he Merrory Media I Store		-	2	Sca	n ,
Specify a locat	ion to store the s	cented data.		_		
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Ba	Pages 1	100% →		Change lettings		
L Up Clean Selec	Stap		Start Starin	9		
					Scan	,
🗳 Scen and Sto	re Scanni	ng			(	

Step 8 - When scaning is complete, remove your originals.

### Complete!

Please contact us if you have any further questions (Don't forget to quote your BMS ID number, found on the sticker on the front of your machine.)



### Helping our customers better utilize technology & build value in their businesses.

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