On Xerox AltaLink machines:

- 1) From Home screen, select "Scan to Greenway" Button Ready to start a new session. (也) Π Remote Session is active. 🥢 Reset Home Log In Email XMediusFAX (Cloud) Scan to Greenway Сору $\hat{\omega}$ $(\mathbf{0})$ GreenOffice Green Office Support Jobs @PrintByXerox Device
- 2) Then select "Scan" button in top right corner

emote Session is active.	Scan to Greenway	an
	Load document and select Scan.	
	Build Job	ĥ
2-Sided Scanning	g 1-Sided	
Output Color	Auto Detect	
Original Type	Photo & Text; Printed Original	
File Name	DOC	

Your document should be available in Greenway system shortly!

On Xerox Versalink machines:

1) Select "Scan To" button



2) Select "Favorites" button

Log In	Scan To	×
*	2	A
Favorites	Contacts	Home
\sim	503	5
Email	Network	FTP

3) Select "Scan to Greenway" option

×	Favorites	Contacts	
	n to Greenway		
wpsa	po reprimescan \$ \Aramingo		

4) Select "Scan" button in top right corner

Add Destination	₹ Scan
هم Scan to Greenway	
O Xerox Scan[Date & Time].tif	.tif
Common Features	
Preview	
Output Color	Grayscale