

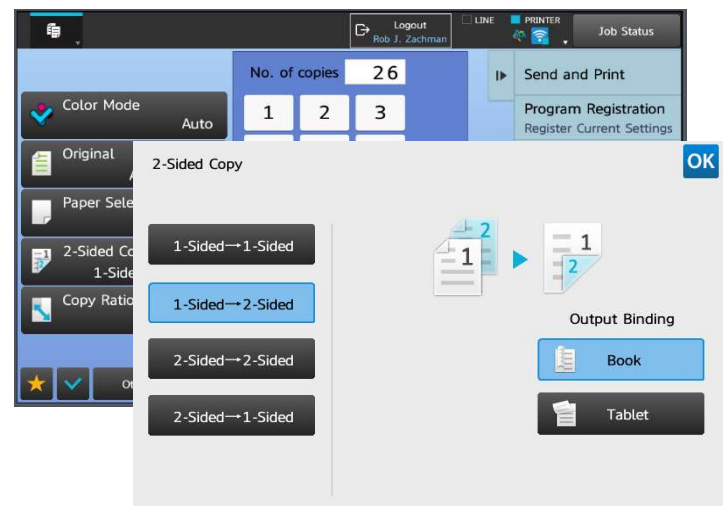
Copying a document

1. Place original **Face Up** in document feeder
2. Select number of sets with the **On Screen 10-key**
3. Select your desired output by pressing **Color Start** or **B/W Start**



2-sided Copy

4. Place original **Face Up** in document feeder
5. Press **2-sided Copy**
6. Choose either **1 sided -> 2 sided** or **2 sided -> 2 sided**
7. Press **OK**
8. Select number of sets with the **On Screen 10-key**
9. Select your desired output by pressing **Color Start** or **B/W Start**



Stapled Sets

10. Place original **Face Up** in document feeder
11. Select **Staple Sort**
12. Select **1 Staple**, **2 Staples**, or **Stapleless Staple** (if applicable)
13. Press **OK**
14. Select number of sets with the **On Screen 10-key**
15. Select your desired output by pressing **Color Start** or **B/W Start**

