

Fig. 1
Select **Properties**.

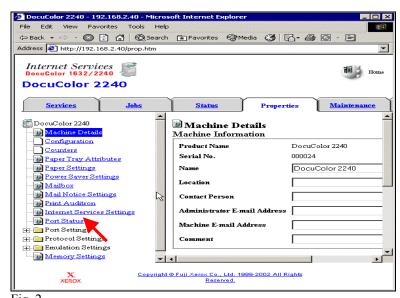


Fig. 2
Select **Port Status**.

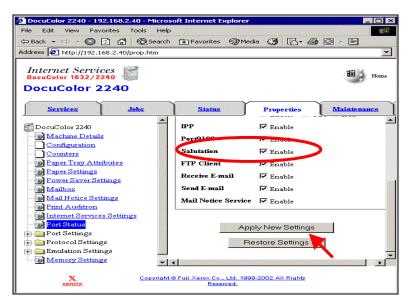


Fig. 3
Place a check mark in the "Enable" box next to Salutation. Select Apply New Settings.

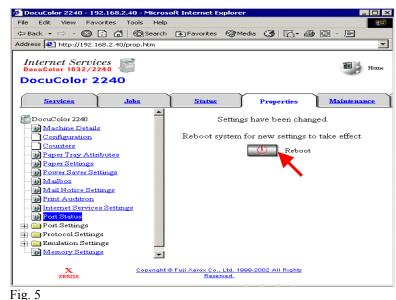
*If a check mark already appears in the "Enable" box next to **Salutation** skip the remaining steps in this pamphlet and continue to Retrieving Scanned Documents Using Scan Driver Part 2 of 2.



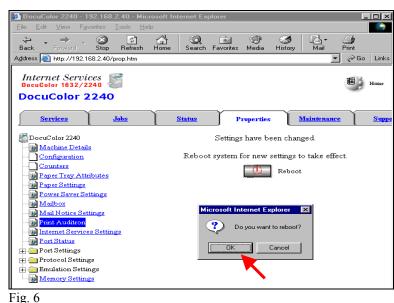
Fig. 4
Enter the User Name and Password. Click **OK**. (See Machine Administration User Guide for default password)

*This screen might not appear if the username and password have already been entered.

Retrieving Scanned Documents Using Scan Driver - 1 of 4



The "Settings have been changed" confirmation screen appears. Click **Reboot**.



Click **OK** (The DC 1632/2240 will take approximately 2 minutes to reboot.)

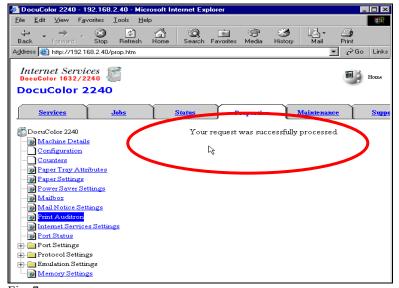


Fig. 7
If the message "Your request was successfully processed" is not displayed, repeat the steps in this pamphlet.

Continue with Retrieving Scanned Documents using Scan Driver Part 2 of 2.

Quick Start Guide

Retrieving Scanned Documents Using Scan Driver Part 1of 2



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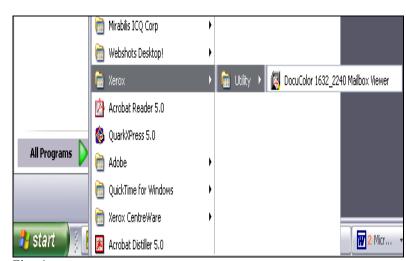
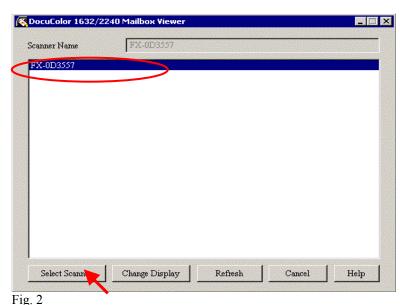
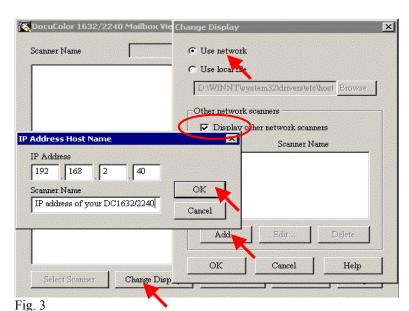


Fig. 1
From desktop Operating System Select Start | All Programs | Xerox |
Utility | Docucolor 1632/2240 Mailbox Viewer.

* This screen may very depending on the operating system of the computer.



If the scanner name is displayed click on **Select Scanner** and continue to Fig. 6. If it is not go to Fig. 3.



Select Change Display. Select Use Network. Make sure Display other network scanners is checked. Click on Add. Enter IP address and Scanner Name. Click on OK.

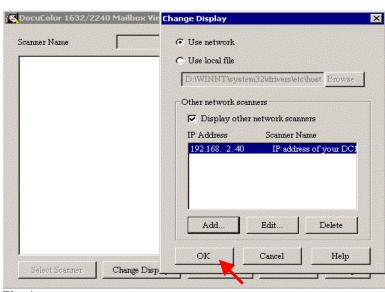
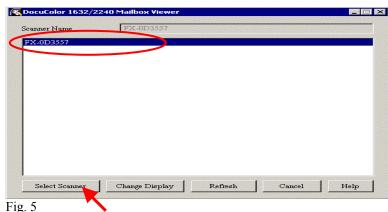
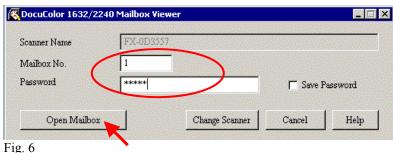


Fig. 4
Select Ok.



Select the scanner and click on **Select Scanner**.



Enter Mailbox Number and Password. Select Open Mailbox.

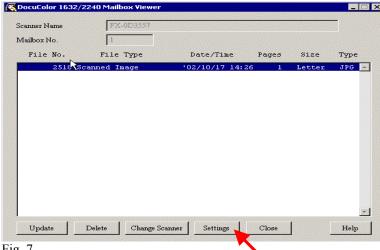
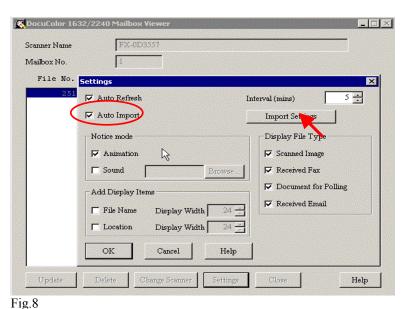


Fig. 7
Select Settings.



Ensure "Auto Import" box is checked. Select Import Settings.

Mailbox No. File No. Settings Zature Refresh Auto Import Notice mode Add Display Items File Name Display Width Compress Rate: Gray/Color Chigh Quality Standard High Compression Save Options Save on until-page as a file Folder Naming File Name Delete Change Scanner Save in D'uny_scans Brows	DocuColor 163	2/2240 Mailbox Viewer	Import Settings
File No. Settings Auto Refresh Auto Import Notice mode Animation Sound Add Display Items File Name Display Width Cox Cancel Delete Change Scanner Delete Change Scanner Compress Format: Gray/Color Compress Rate: Gray/Color Chigh Quality Standard High Compression Save Options Save ach page as a file Folder Naming File Naming File Name Entered string Brows	Scanner Name Mailbox No.	FX-0D3557	
Vauto Refresh Vauto Import Notice mode Vanimation Sound Add Display Items File Name Display Width OK Cancel Cancel Cancel Compress Format: Gray/Color Compress Rate: Gray/Color High Quality Standard High Compression Save Options Save options Save each page as a file Folder Naming File name Entered string Save in D'uny_scans Brows	File No.	Settings	
Update Delete Change Scanner Entered string Save in D'uny_scans Brows		✓ Auto Refresh ✓ Auto Import Notice mode ✓ Animation ✓ Sound Add Display Items ✓ File Name	Compress Format: Gray/Color Do not compress © Compress (JPEG) Compress Rate: Gray/Color High Quality Standard High Compression Save Options Save multi-page as a file Save each page as a file Folder Naming
	Update	Delete Change Scanner	Entered string Save in

In the "Save in" box enter the path of the folder in which you want your scanned images to be saved. Select Ok.

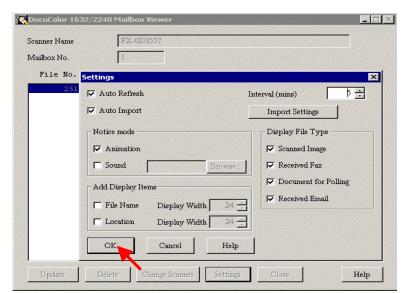
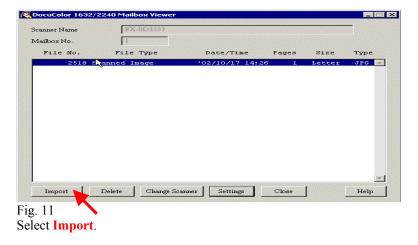


Fig. 10 Select **Ok**.



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Quick Start Guide

Retrieving Scanned Documents Using Scan Driver Part 2 of 2



Retrieving Scanned Documents Using Scan Driver - 4 of 4