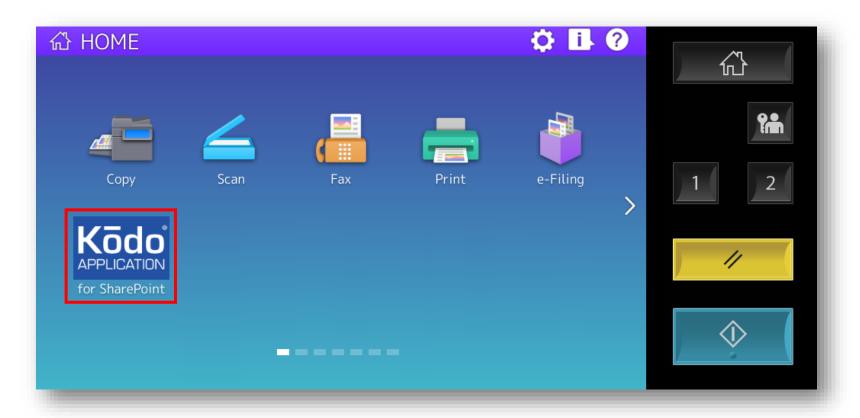
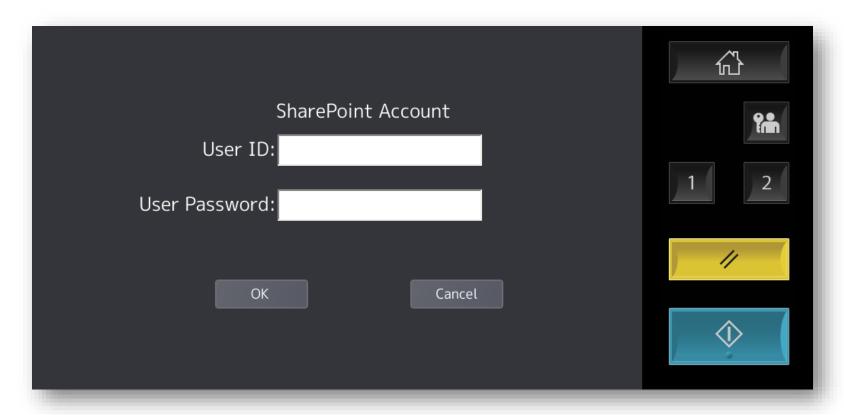
Launching the application

• Simply touch the application icon to launch



Note! contents, design and layout of the landing page is customisable to suit your requirements

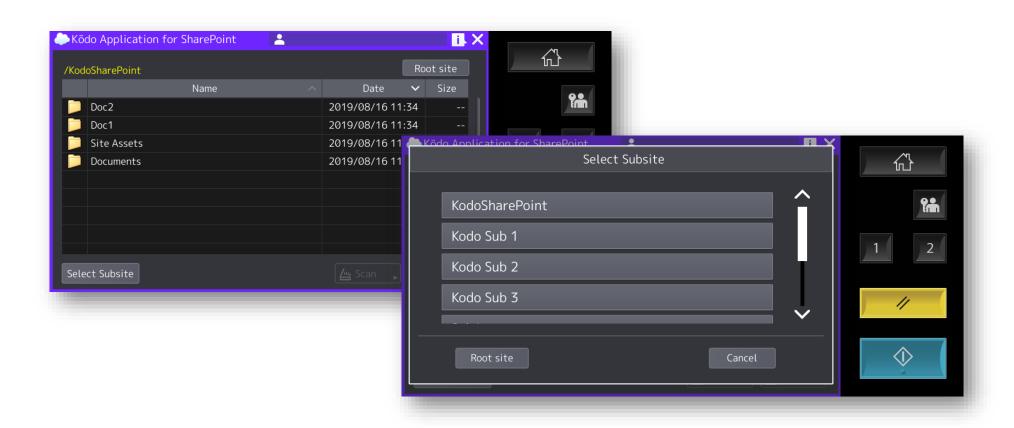
User Authentication at the MFP panel to access your SharePoint site



Note! if fixed authentication is used this screen will not be presented to the user

Home page for SharePoint

• Once authenticated, users are connected directly to their SharePoint site ready for scanning or printing documents right at the MFP panel. The user can browse into their available folder structure and also select from their available subsites.



Scanning documents to your SharePoint site

- Browse your SharePoint Site, select the location then SCAN with the options required
- Supports SharePoint Site mandatory metadata entry, dynamically at the MFP panel.



File Name	Auto, freetext	Rotation (deg)	0, 90, 180, 270	
Colour Mode	Auto Colour, Full Colour, Greyscale, Black	File formats	Std) TIFF, JPEG, PDF, PDF/A	
			Opt) Searchable PDF/PDF/A, editable DOCX	
2-Sided	1-2 sided, 2-sided	Preview	Thumbnail preview with pinch/zoom, add, delete	
Resolution (dpi)	100, 150, 200, 300, 400, 600	Folder	Auto create folder using authenticated user name	
Original Mode	Text, Text/Photo, Photo	File Size	Max 64MByte	
		Metadata entry	SharePoint mandatory metadata	

Scan Preview

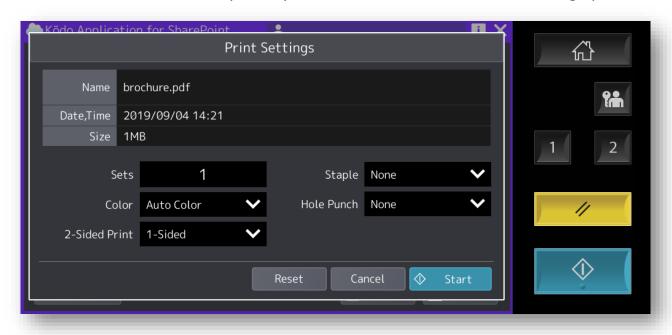
- Scan Preview ensures the integrity of your documents at the point of scan with on-screen verification of page count and thumbnail preview with pinch/zoom and delete.
- In this mode document sources can be any mix between the document feeder or platen glass





Print documents

• Print documents directly from your SharePoint site with the following options



File Formats	JPEG, PDF		
Sets	1-999		
Colour/Toner Mode	Auto Colour, Full Colour, Black, Eraseable Blue		
2-Sided	1-2sided, Book, Tablet		
Staple	Upper Left, Upper Right		
Hole Punch	Middle Left, Centre Top		
Note: Print settings available vary according to the MFP model and configuration			