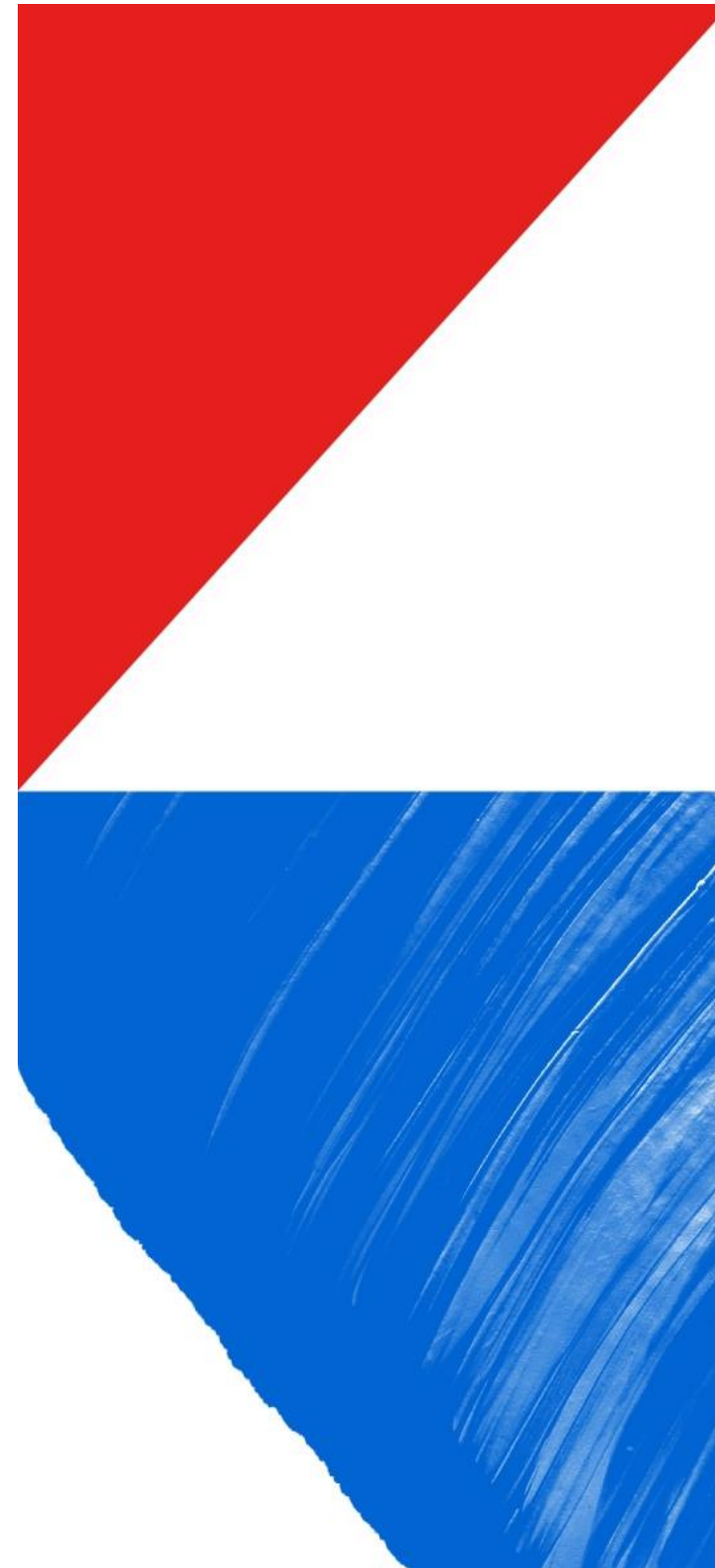


TOSHIBA

Kōdo App for Microsoft Teams

TOSHIBA MFD PANEL USER EXPERIENCE

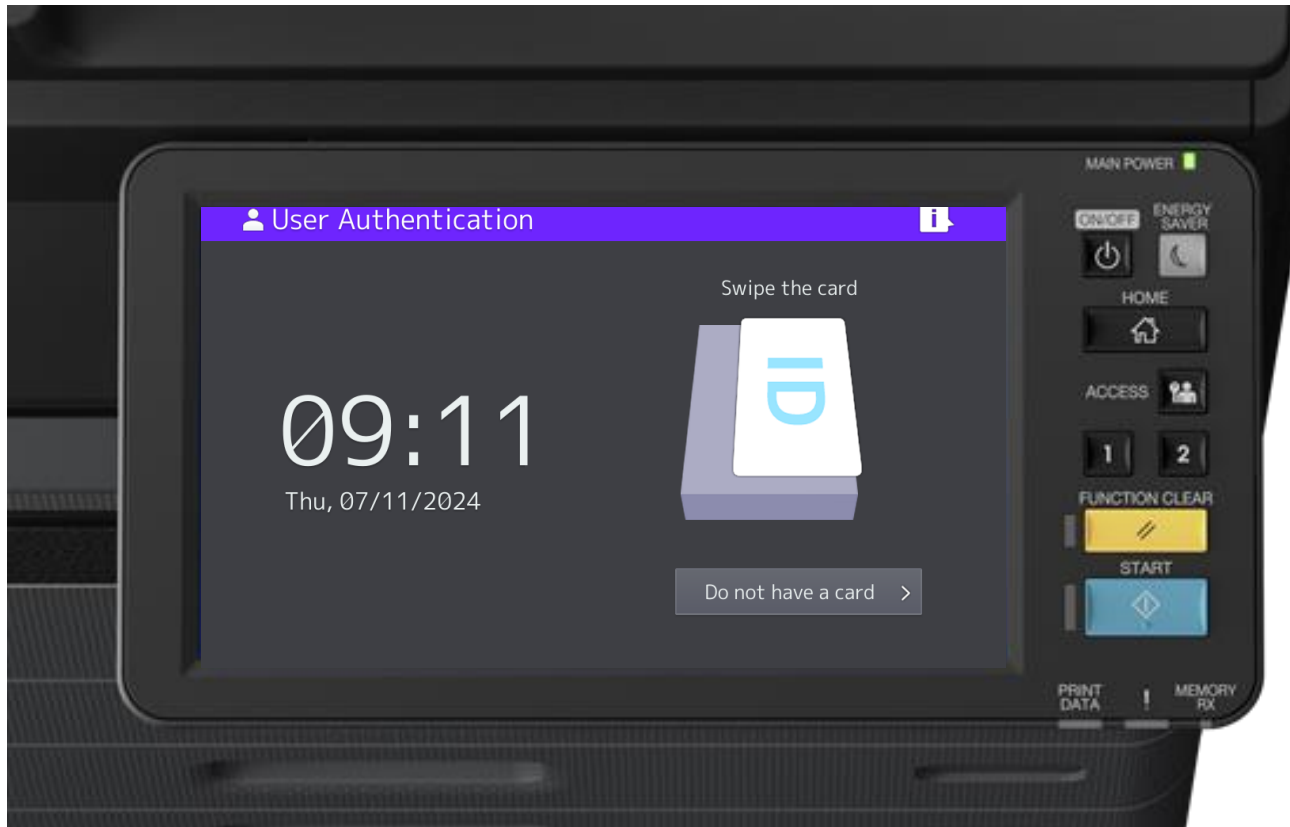
PAMELA MARZAN



Authenticating at the MFD Panel

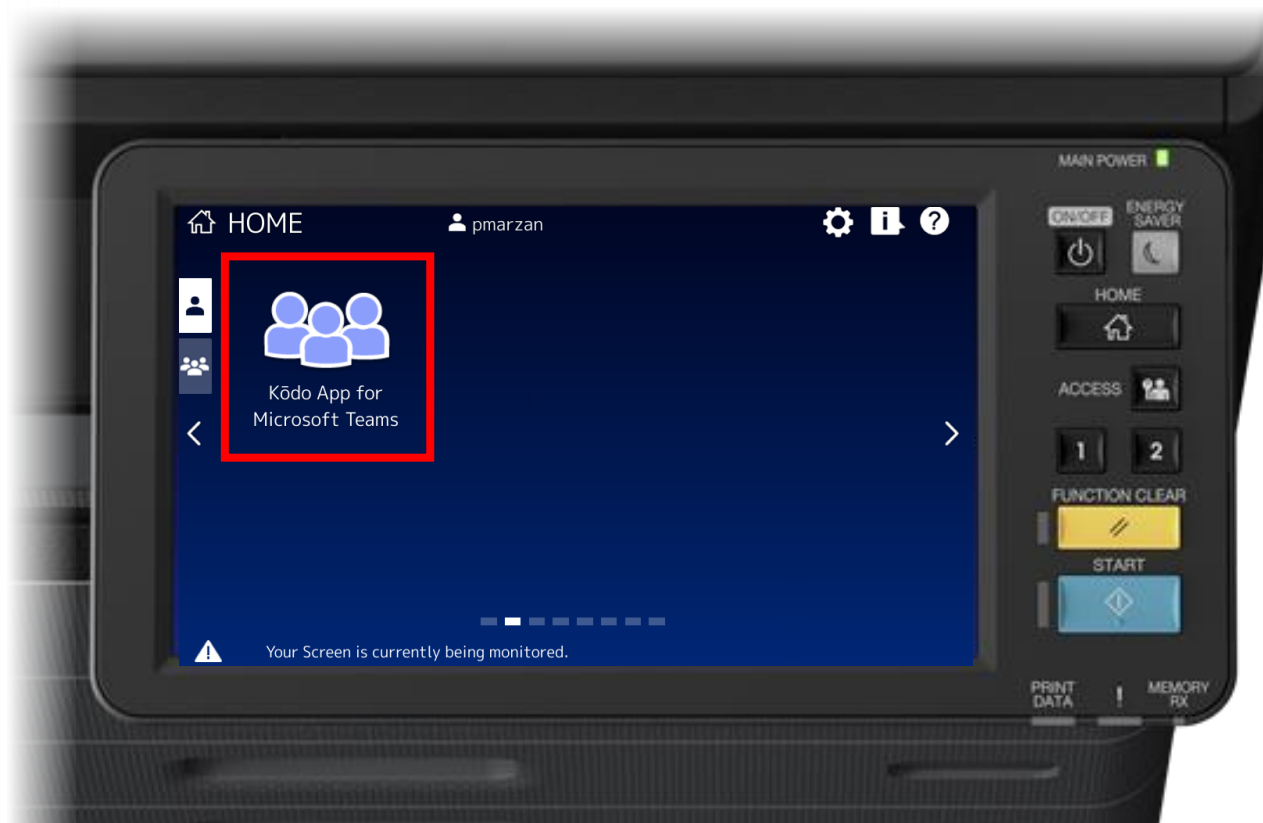
User Authentication ensures secure access to your Toshiba MFD and **must** be enabled for Kōdo App for Microsoft Teams to run successfully.

- Card Authentication
- Username / password
- PIN Code
- Single sign-on support means no need to authenticate again for use of the app



Launching the application

- Simply touch the application to launch
- After authentication, users are connected to their Microsoft Teams channel ready for scanning or printing documents right at the MFD Panel

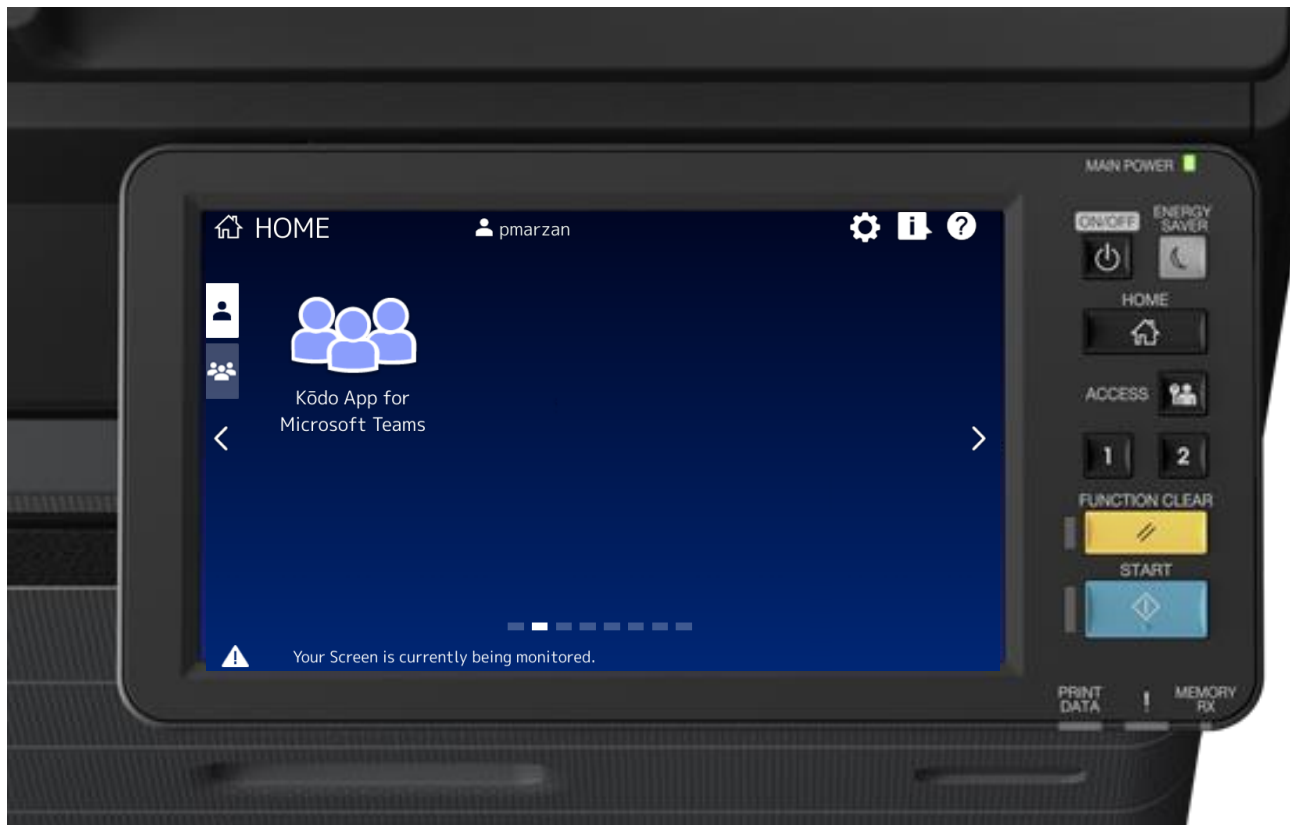


Note: Content, design and layout of the landing page is customisable to suit your requirements.

Scan directly to Teams Channel

The intuitive design of the table style interface makes it easy and simple to browse and scan files to your Teams Channel. The app improves productivity by remembering each users' last job settings by default.

User's can search and select the Teams Channel that they wish to scan to. directly from the app Simply select the Teams Channel you wish to scan to and



Support for mandatory metadata input and lookup fields

Metadata columns can be configured in Microsoft Teams for files in Teams Channels. In Kōdo App for Microsoft Teams, a prompt will dynamically appear for every mandatory metadata column that has been setup for the selected destination Teams Channel before initiating the scan.



Support for metadata lookup fields

The Kōdo App for Microsoft Teams seamlessly integrates with lookup fields in your Teams account, effortlessly extracting data from your spreadsheet and presenting it at the MFD panel for your convenient selection.

Metadata columns can be configured in Microsoft Teams for files in Teams Channels. In Kōdo App for Microsoft Teams, a prompt will appear for every mandatory metadata column that has been setup for the destination Teams Channel.



Scan directly to Teams Chat

Enhance your collaboration with other team members by scanning information and documents directly into your chat line.



Scan Settings – user selectable

Users can select file formats, duplex scan, resolution and colour modes

Default values and selection values can be pre-defined to suit client requirements



Toshiba MFD Panel User Experience – Kōdo App for Microsoft Teams

Print documents directly from Teams Channel

The Kōdo App for Microsoft Teams supports printing files from team channels only.



Print Settings – user selectable

With the additional advantage of enabling printing from your Teams channel back to your MFD, you can fully harness its capabilities, including colour mode, duplex printing, stapling, and hole punching, making Toshiba's Kōdo App for Microsoft Teams an all-inclusive and potent MFD utility.

