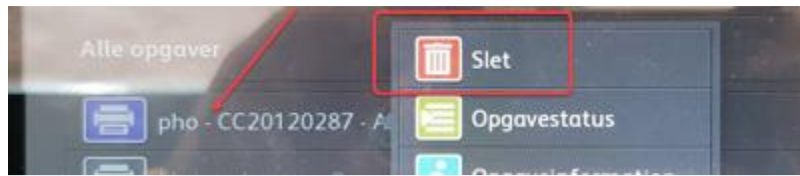


**Delete  
Print job**

**GDPR**

DO NOT leave printing job in job list

It is YOUR responsibility **not** to leave personal information in the printer.



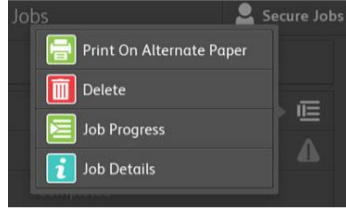
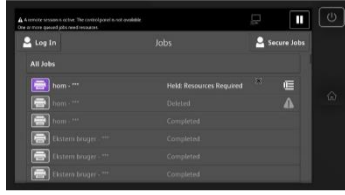
Delete your printing job – if no more paper or no toner

Press “Home” button – in right side of the main screen

Select “Job/Opgaver” on the main screen

Select job printing  
Press “Delete” or “Slet” and the print job is delete.

**Change  
paper**



Print job need resources

Select “Print On Alternate Paper”

Chose Paper

**Scan all  
pages to one  
email**

Use “Build a Job” when you want to scan multiple pages from glass plate to one Email job...

Scroll down to: “Build a job” or “Udform opgave”  
Press “On”

Press Scan

Press “Next segment” for

Press “Send” to send

**Power-  
cycle**



Main switch is behind front door