

# Quick Use Guide

SAMSUNG

## Control Panel

### Display screen

Shows the current machine status and prompts during an operation. You can set menus easily using the display screen.

### Status LED

Shows the status of your machine.



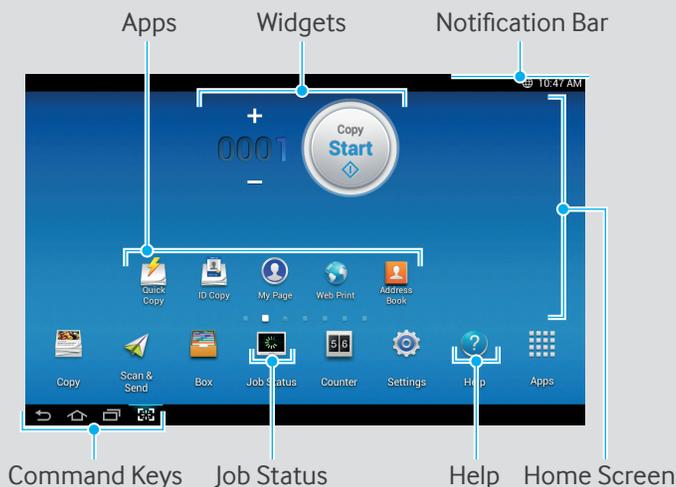
### Power LED

Shows the power status of your machine.

### Power / Wakeup button

Turn the power on or off. When the blue LED is on, the machine is powered on and you can use it. If you turn the machine off, press this button for more than two seconds. Then, confirmation window appears.

## About display screen



## Understanding the status LED

Status	Description
Off	The machine is off-line. The machine is in power save mode.
Blue-On	The machine is on-line and can be used.
Blue -Blinking	Fax : The machine is sending or receiving faxes. Copy : The machine is copying documents. Scan : The machine is scanning documents. Print : - When the status LED slowly blinks, the machine is receiving data from the computer. - When the status LED blinks rapidly, the machine is printing data.
Orange-On	A paper jam has occurred. The cover is opened. Close the cover. There is no paper in the tray. The machine has stopped due to a major error. Check the display message.
Orange -Blinking	A minor error has occurred and the machine is waiting for the error to be cleared. Check the display message. When the problem is cleared, the machine resumes its original task.

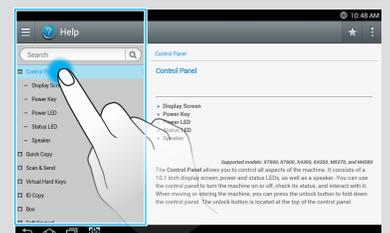
## Notification Bar

The notification bar includes a pull-down list to show information about currently running processes, toner status, screen brightness, and recent notifications.



## Help

The Help app provides information about the menus and functions available in the machine. Use the pane on the left side of the screen to navigate the Help app. You can also select the headings below each section to browse the help topics.



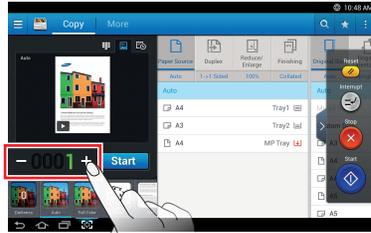
## Basic copy

- 1 Tap Copy from the home screen or Apps.
- 2 Place the originals face up in the DSDF or place a single original face down on the scanner glass and close the DSDF.

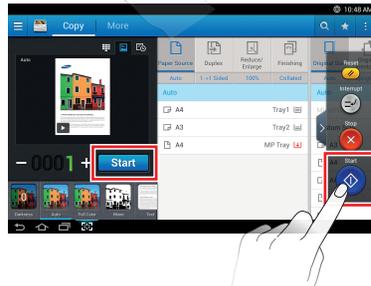
- 3 Adjust the settings on the Copy tab and More tab.



- 4 Enter the number of copies desired on the numeric keypad (or +, - button) on the control panel, if necessary.



- 5 **Start** Tap,  (Start) from the control panel to begin copying.



## Sending a fax

- 1 Tap Scan & Send from the home screen or Apps.
- 2 Place the originals face up in the DSDF or place a single original face down on the scanner glass and close the DSDF.

- 3 Adjust the settings in the Send tab and More tab.



- 4 Tap  and enter a fax number directly using  on the screen, then tap  or using  Favorites,  Recent,  Groups,  Contacts tap from the display screen.



- 5 Press  to start the process.



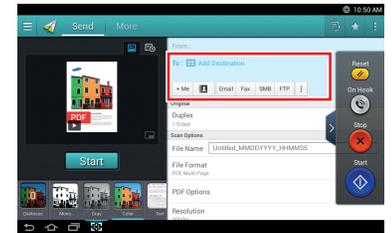
## Basic scan

- 1 Tap Scan & Send from the home screen or Apps.
- 2 Place the originals face up in the DSDF or place a single original face down on the scanner glass and close the DSDF.

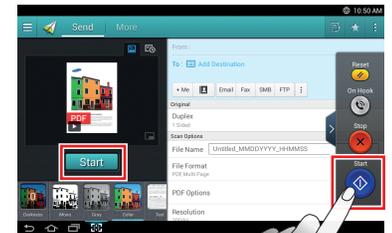
- 3 Adjust the settings in the Send tab and More tab.



- 4 Tap to add an email address or fax number as a destination. To send the scan to a different destination, tap the + Me, Email, SMB, FTP, Box, USB, PC click on respective buttons or  (Address book).



- 5 **Start** Tap,  (Start) from the control panel to begin copying.



## Virtual Hard Key

Virtual hard keys are located on the right side of the screen. When an app is launched for the first time, the virtual hard keys are shown. If the ,  touched, the virtual hard keys are hidden and shown.



Button	Description
 <b>Reset</b>	Reset the current machine's configuration.
 <b>Interrupt (Copy)</b>	Suspend the current job, allowing for urgent copying.
 <b>On Hook (Send)</b>	When you press this button, you can hear a dial tone. Then enter a fax number. It is similar to making a call using speaker phone.
 <b>Stop</b>	Stop a job at any time. A pop-up window appears to show the jobs that you can stop.
 <b>Start</b>	Start a job.