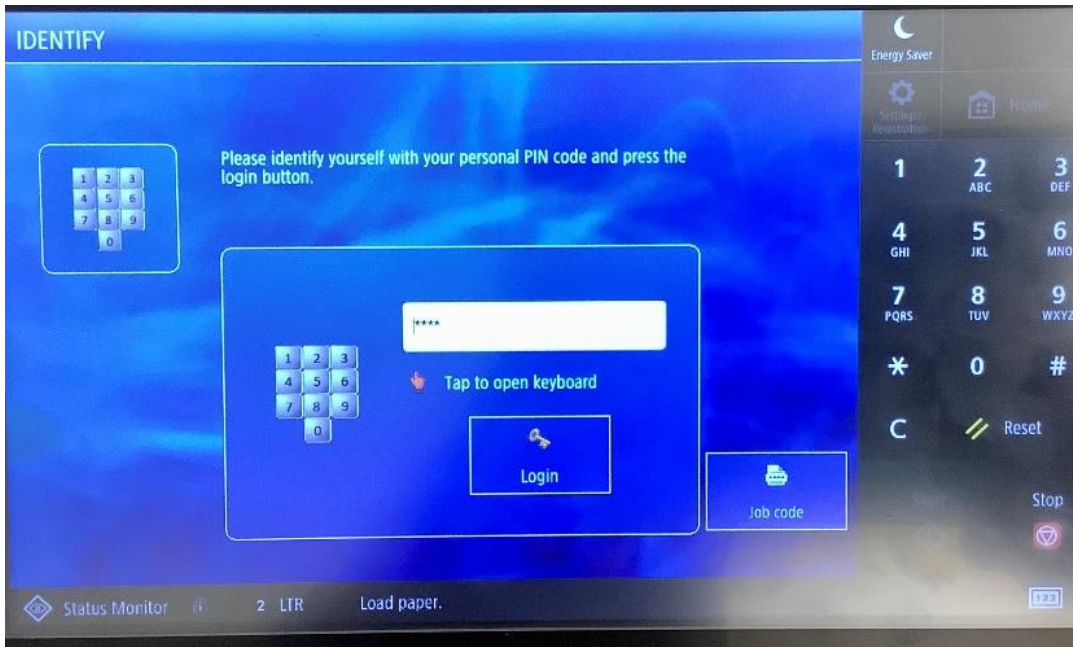


Instructions to Send a Print Job from Your Canon Copier

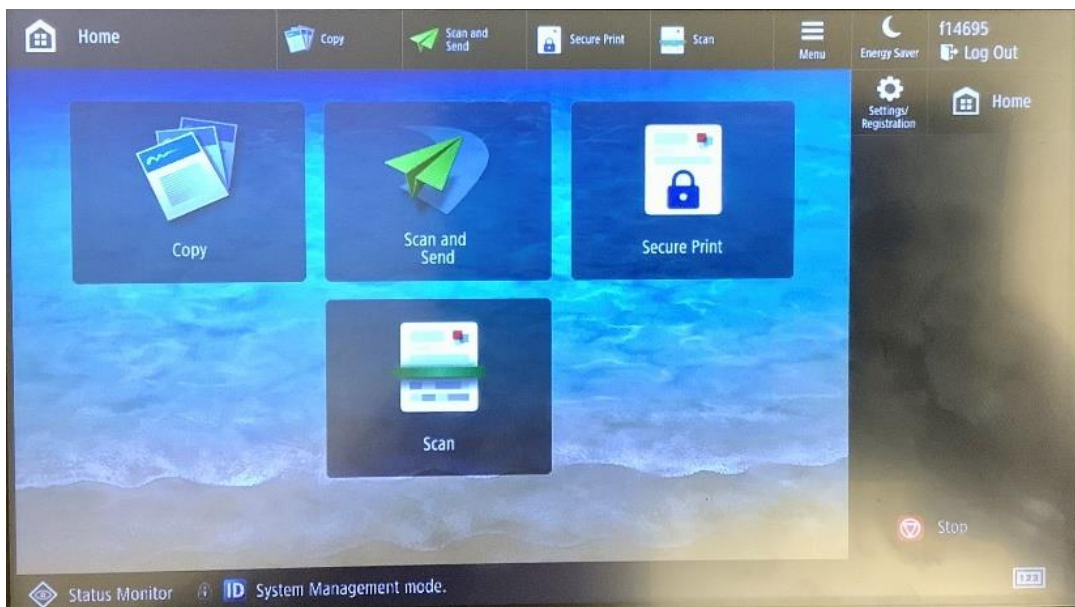
Before Starting:

Place your completed [Graphics Request Form](#) and your originals in the document feeder of the scanner.

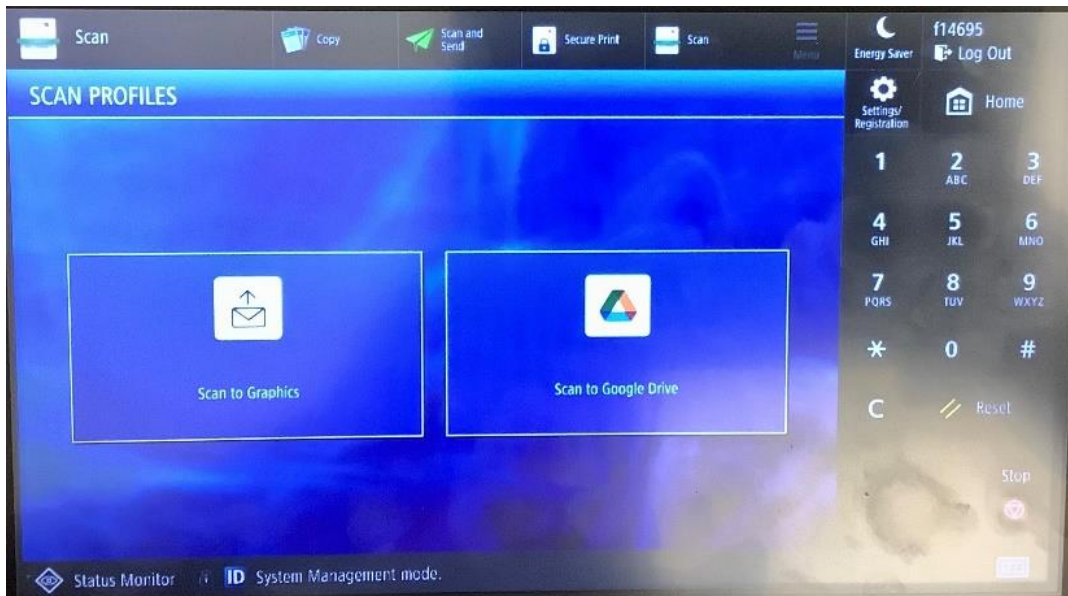
Step #1 – Enter your assigned 4-digit PIN number and Touch the **LOGIN** button.



Step #2 - Touch the **SCAN** button.



Step #3 - Touch SCAN TO GRAPHICS button



Step #4 – If you haven't already load your [Graphics Request Form](#) and original pages to copy in the document feeder on the top of copier and Touch the **SCAN** button.



Step #5 - Touch the green **NEXT** button to send to the Graphics email account.

