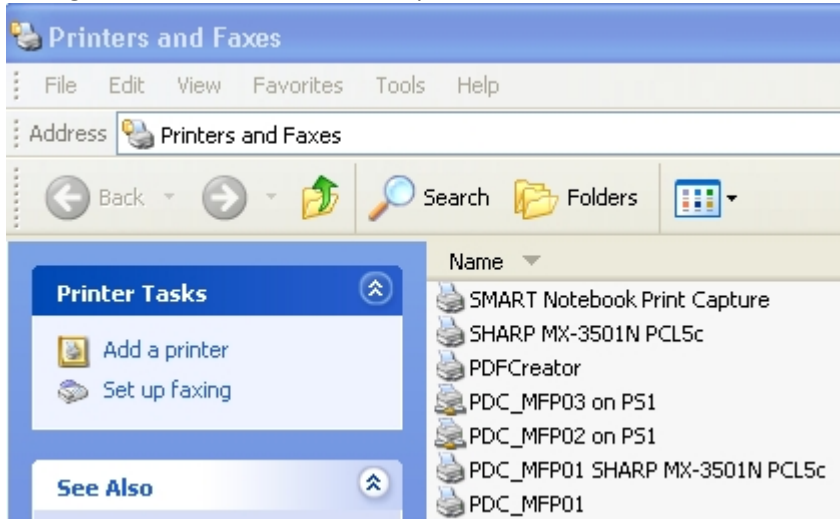


Sharp Printer MX-M350N, MX450N and MX-M700N Set up on Computers

To find out if the Sharp Copier/Printer has been added to your computer go to your START button:

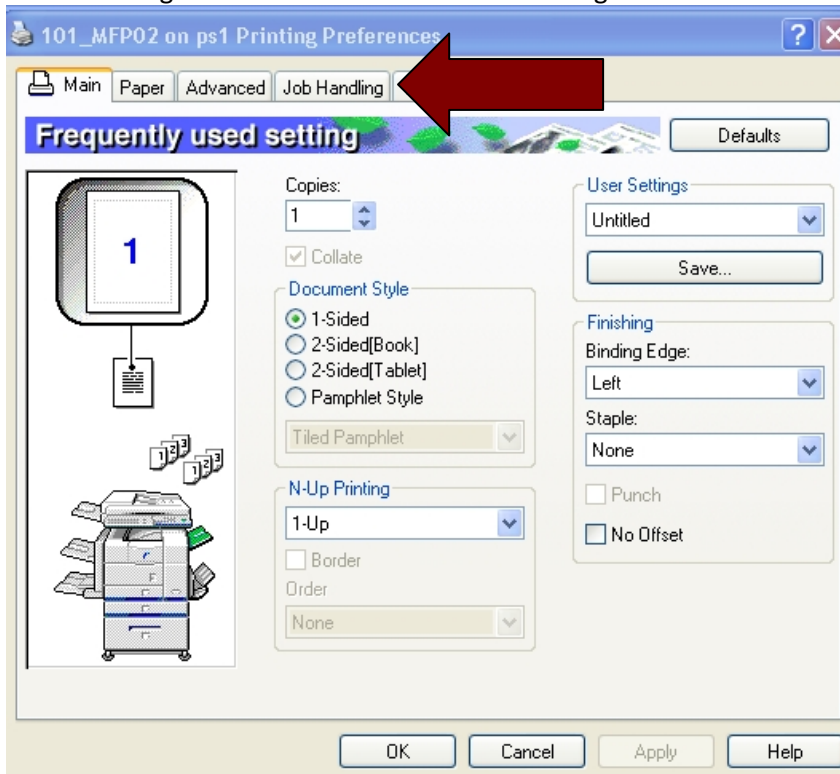


Then go to Printer and Faxes and open:



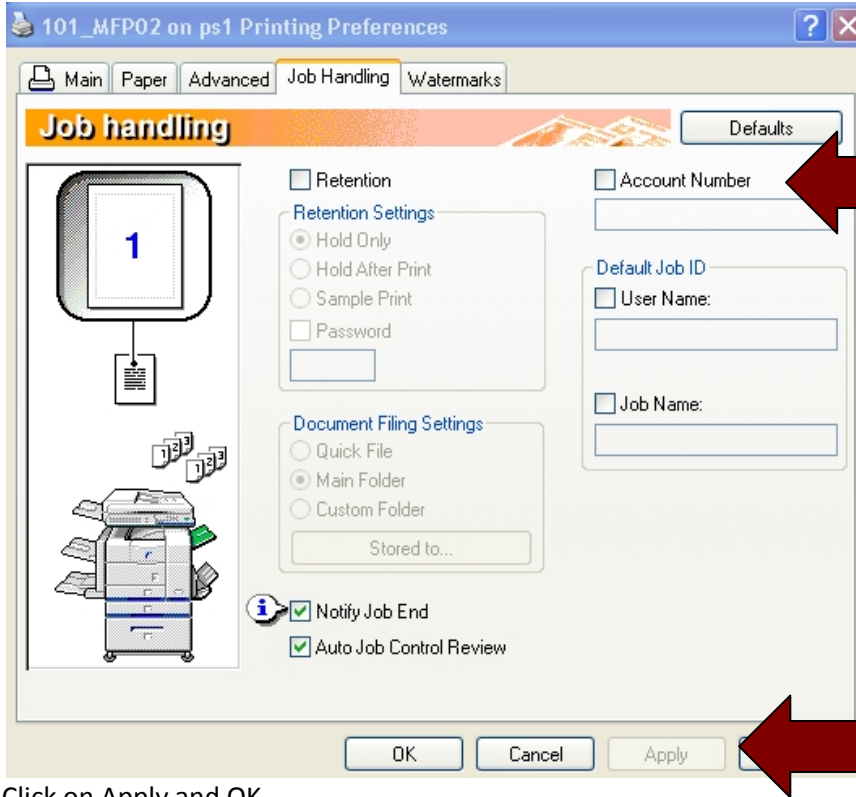
Right Click on the MFP that you will be printing to. The printer will be named with the school code_MFP01 (MFP02, MFP03...)

Select Printing Preferences. Go to the Job Handling Tab.



Sharp Printer MX-M350N, MX450N and MX-M700N Set up on Computers

Checkmark the Account Number box and then enter your Printer/Copy Code provided by the Office Coordinator.



Click on Apply and OK.

This Job Handling Screen appears on all jobs. Just click OK. You can select to retain the job and provide a password that will hold the job at the printer until you release it.

Sharp Printer MX-M350N, MX450N and MX-M700N Set up on Computers

Job Handling Defaults

Retention

Retention Settings

Hold Only
 Hold After Print
 Sample Print

Password
[Text Field]

Always Use This Password

Document Filing Settings

Quick File
 Main Folder
 Custom Folder

Stored to... [Text Field]

Notify Job End

User Authentication

Login Name
[Text Field]

Password
[Text Field]

Always Use This User Authentication

User Number
[Masked Text Field]

Always Use This User Number

Job ID

User Name
[Text Field: jelling]

Always Use This User Name

Job Name
[Text Field: Test Page]

Always Use This Job Name

OK