
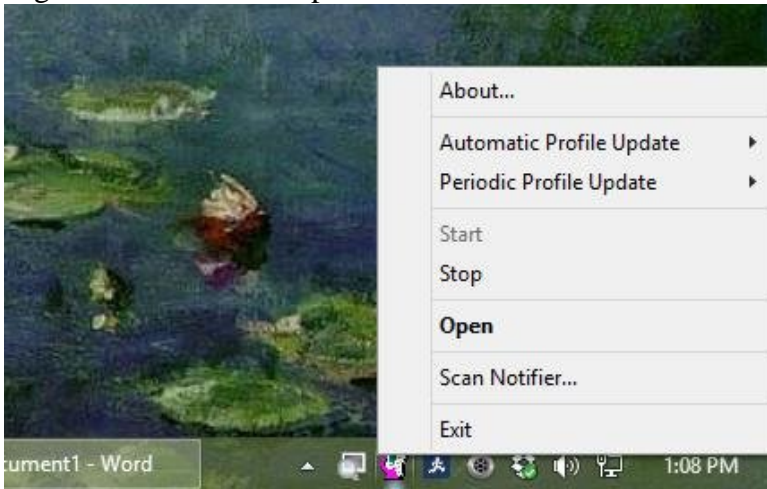




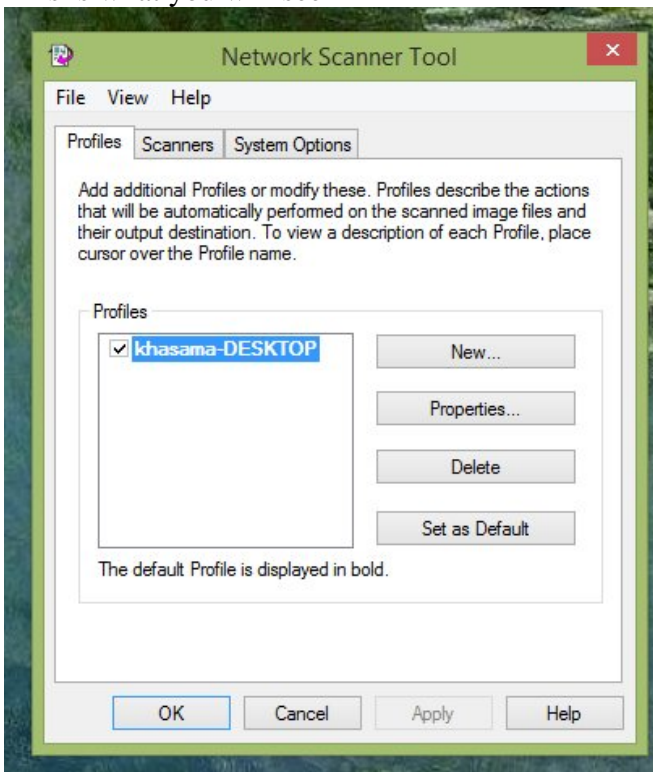
*Instruction Sheet*

# **If You Can't Scan with Sharpdesk**

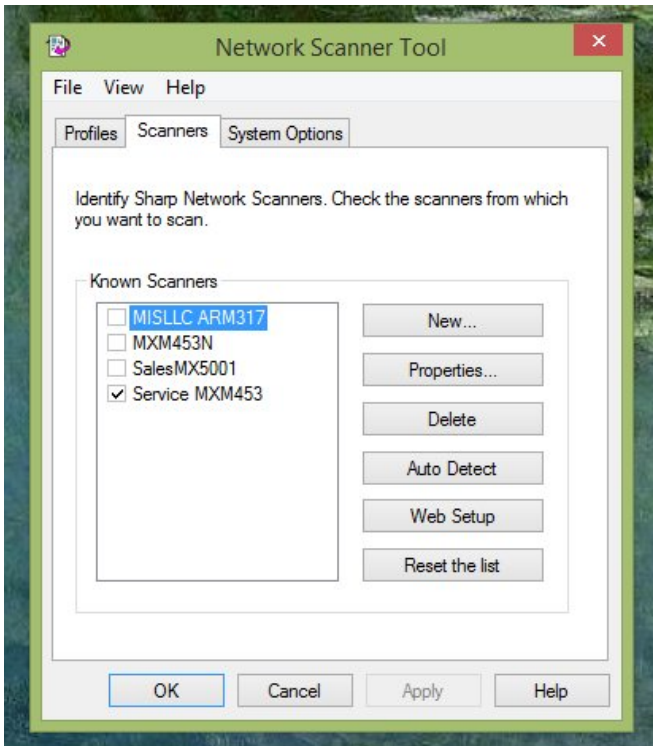
1. Look for the Network Scanner Tool icon  in your taskbar
2. Right click and select Open



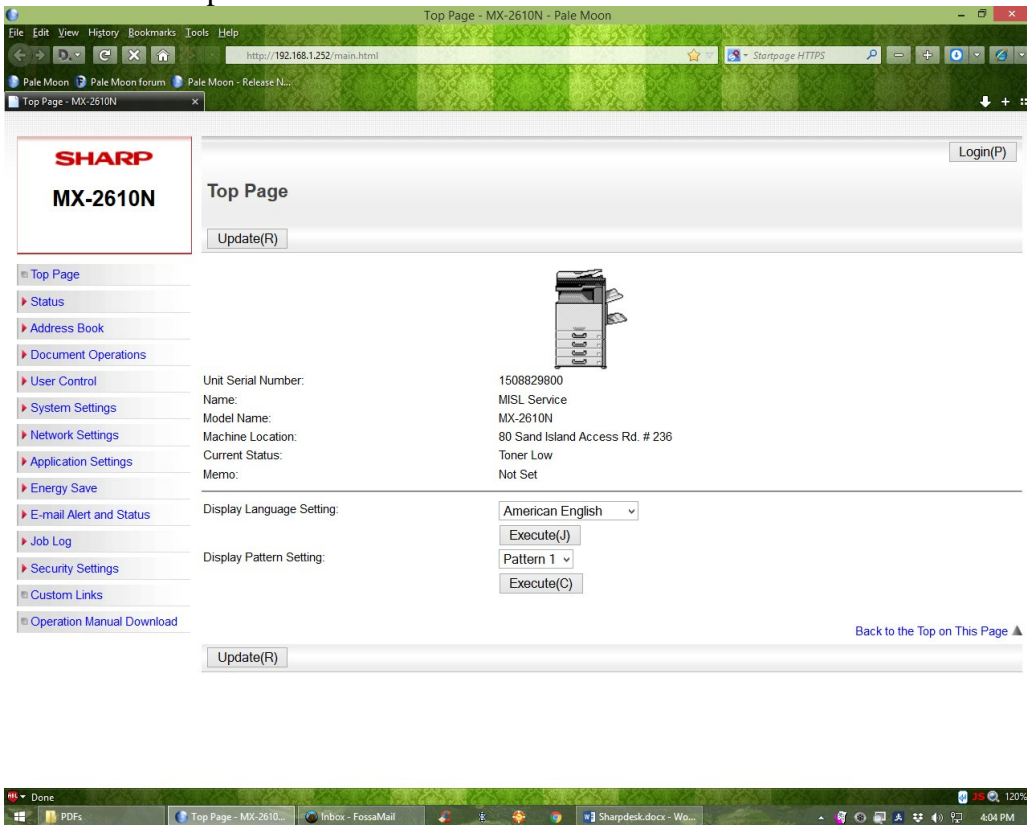
3. This is what you will see



#### 4. Click the Scanners tab



#### 5. Click Web Setup



## 6. Click Address Book

The screenshot shows the SHARP MX-2610N Address Book web interface. The browser address bar shows the URL `http://192.168.1.252/addressbook.html`. The page title is "Address Book - MX-2610N". The interface includes a navigation menu on the left with options like "Top Page", "Status", "Address Book", "Category Setting", "Global Address Book", "Document Operations", "User Control", "System Settings", "Network Settings", "Application Settings", "Energy Save", "E-mail Alert and Status", "Job Log", "Security Settings", "Custom Links", and "Operation Manual Download". The main content area displays the "Address Book" title, an "Update(R)" button, and a table of contacts. The table has columns for "Address Name", "Type", "E-mail Address", "Fax Number", "Scanner Address", and "No.". The contacts listed are:

Address Name	Type	E-mail Address	Fax Number	Scanner Address	No.
<input type="checkbox"/> da kailuain	Contacts	-----	-----	192.168.1.45	7
<input type="checkbox"/> Keith	Contacts	-----	-----	WKHASAMA/Scans	2
<input type="checkbox"/> Keith-DESKTOP	Contacts	-----	-----	0.0.0.0	3
<input type="checkbox"/> Norm-HP	Contacts	-----	-----	192.168.1.63	4
<input type="checkbox"/> Norm-G Drive Xfer	Contacts	-----	-----	192.168.1.63	5
<input type="checkbox"/> Stan-Desktop	Contacts	-----	-----	192.168.1.30	1
<input type="checkbox"/> Tech4-DESKTOP	Contacts	-----	-----	192.168.1.45	6

Below the table, there are controls for "Total Address: 7", "Previous(M) 1 / 1", "Next(N)", "Select All(S)", and "Clear Checked(K)". At the bottom, there are buttons for "Delete(O)", "Add(Y)", "Detail(J)", and "Update(R)". A "Login(P)" button is also visible in the top right corner.

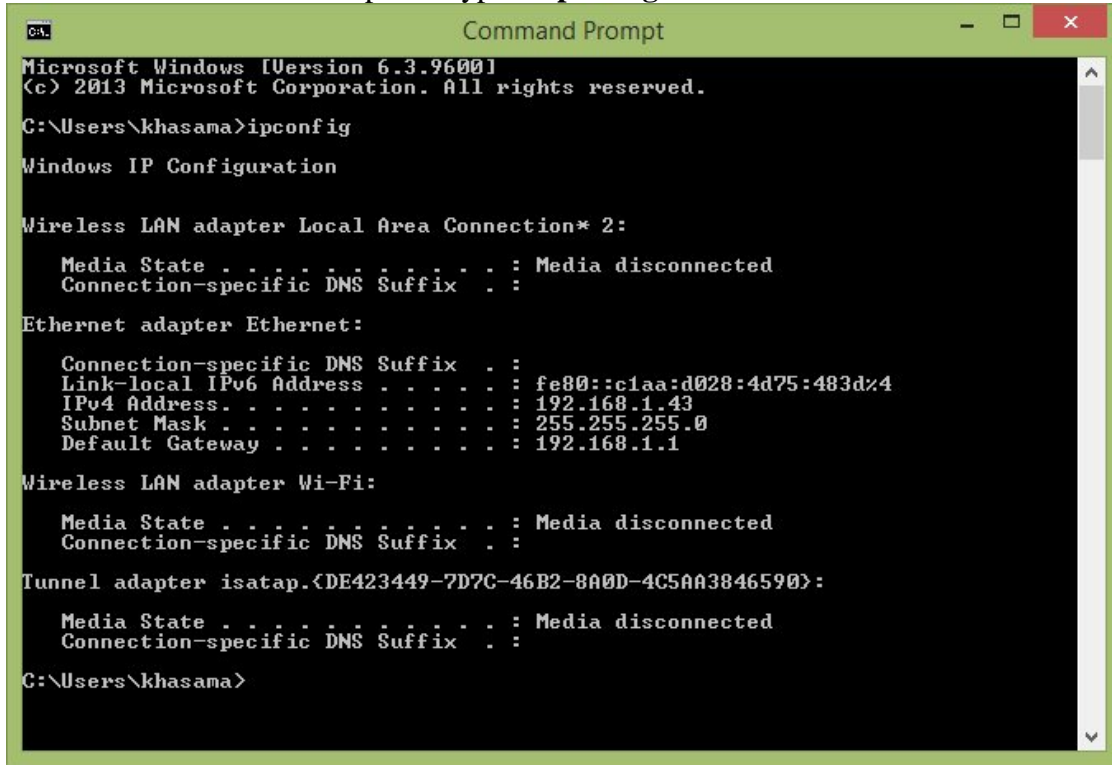


## 7. Click the address you want to change

## 8. Meanwhile, go to your Search or Cortana box and type in **cmd**

The screenshot shows the Windows Search interface. The search bar contains the text "cmd". The results are displayed under the heading "Best match". The top result is "Command Prompt", which is a Desktop app. Below this, there are "Search suggestions" for "cmd - See web results". The search bar at the bottom of the screen also contains the text "cmd".

9. Run the Command Prompt and type in **ipconfig**



10. The IPv4 Address is your IP address

11. Go back to the copier web page, scroll down and select **Desktop**, change New Address to Address1. Change the IP address shown to the one you just looked up. Click **Submit** to save the change. The scans should now be working.

