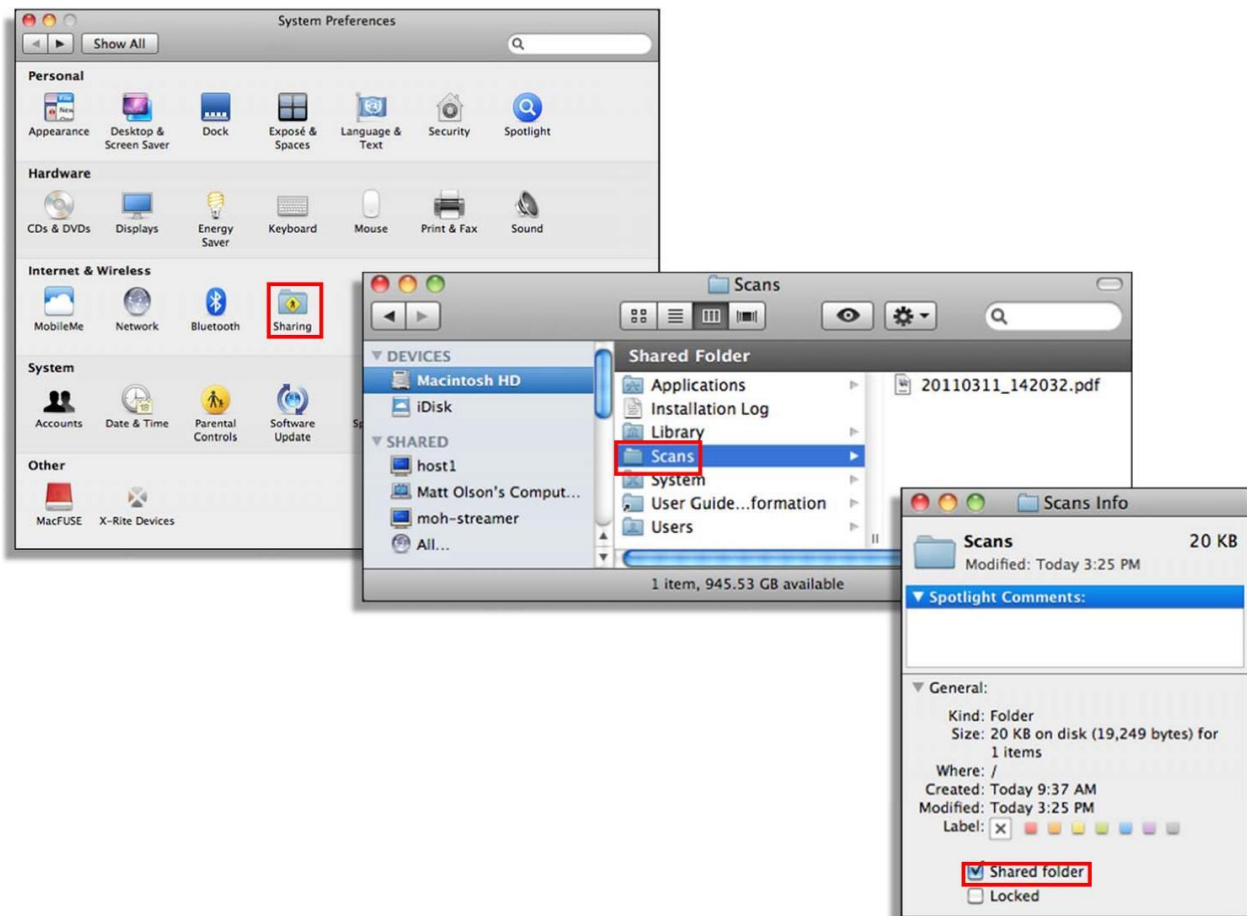




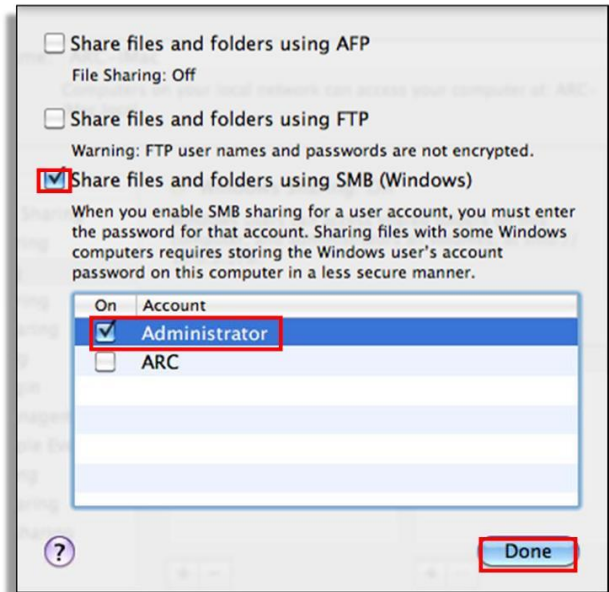
*Instruction Sheet*

# **Setting up Shared Network Scanning Folders (OS X)**

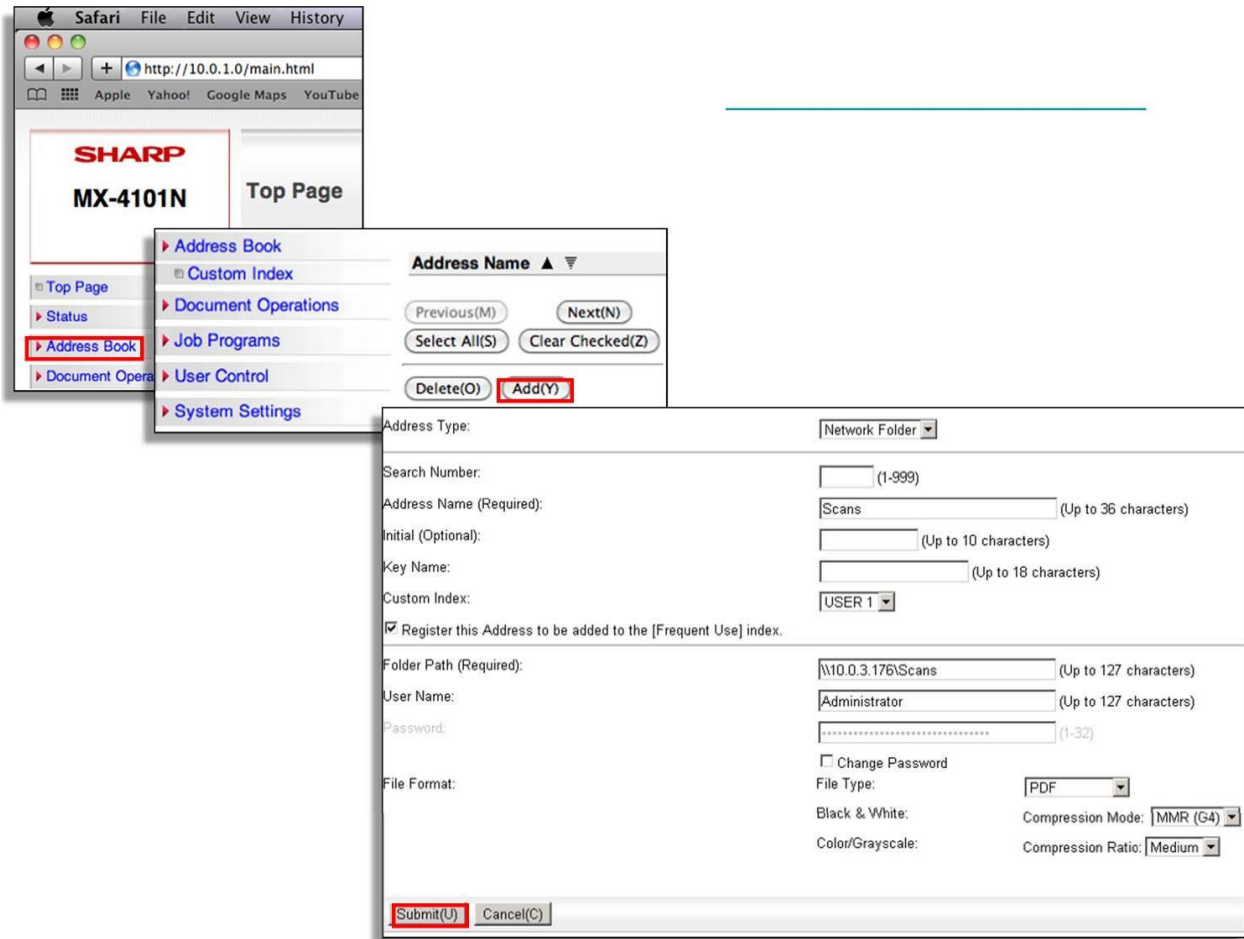
*Scanning to shared folders are not recommended because the destination IP addresses change frequently, breaking the set up scanning locations*



1. Go to System Preferences
2. Click Sharing
3. Create a folder on the root of the HD
4. Right-click, Share the folder



5. Check the File Sharing box
6. Verify the folder is in Shared Folders
7. Verify the User has Read/Write rights
8. Check Share files and folders using SMB
9. Check the designated Account box
10. Click Done



11. Log in to the Sharp with the IP address
12. Click Address Book
13. Click Add. Select Network Folder
14. Enter the Address Name you want to show on the copier screen
15. Enter the Folder Path eg. \\your permanentIPaddress\foldername
16. Enter the User Account
17. Enter the Password (Click Change Password)
18. Click Submit
19. Firewall customizations may be required