Steps to enter email addresses (Bizhub 600 or 750)

Press the following:

1. UTILITY/COUNTER (hard-key to the right of LCD)
2. ONE-TOUCH REGISTRATION
3. SCAN
4. ADDRESS BOOK
5. EMAIL
6. NEW
7. NAME then enter user’s name and press OK
8. EMAIL ADDRESS then enter email address and press OK
9. INDEX note the index in which your entry has been stored, example if the name you entered was Bob then Bob’s info will be stored in the ABC index, and if the entry will be frequently used then press MAIN then OK so the entry will also be displayed in the MAIN (default) screen of the scan mode
10. OK
11. Repeat steps 1-10 to enter another Email Address or press the yellow RESET hard key to exit Address Book entry menu

For further instruction please refer to page 3-10 of: User’s Guide [Network Scanner Operations]
bizhub 750/600