

Printing Data Saved on the Printer (Private Printing)

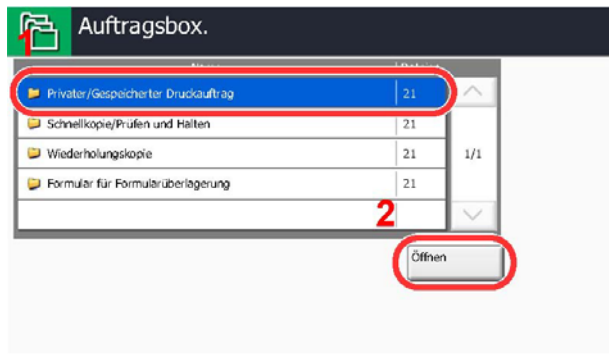
1. To print a document first select a printer in the printing menu
2. Now you will be asked to enter a 4 digit code *of your own free choice* (please do not choose the NC-number to avoid identically coded print jobs)
3. Please remember the code, go to the selected printer and follow the further instructions below to perform the print job.

1. Display the screen

1.1. Press [Job Box] in the home screen.

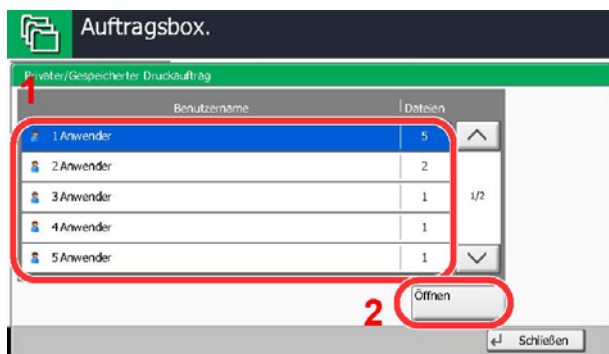


1.2. Select [Private Print/Stored Job] and press [Open].

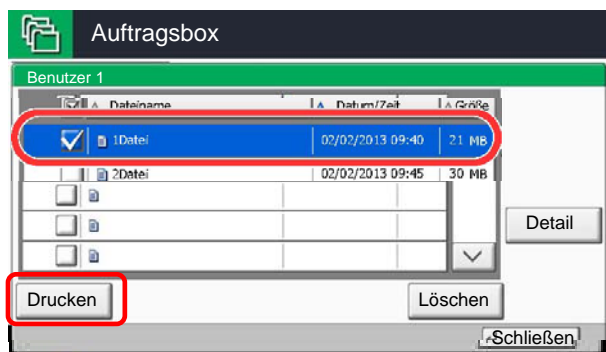


2. Print the document.

2.1. Select the creator of the document and press [Open].



2.2. Select the document to print and press [Print].



The document is protected by an access code, the password entry screen will be displayed. Enter the password using the numeric keys.

2.3. Specify the number of copies to print as desired.

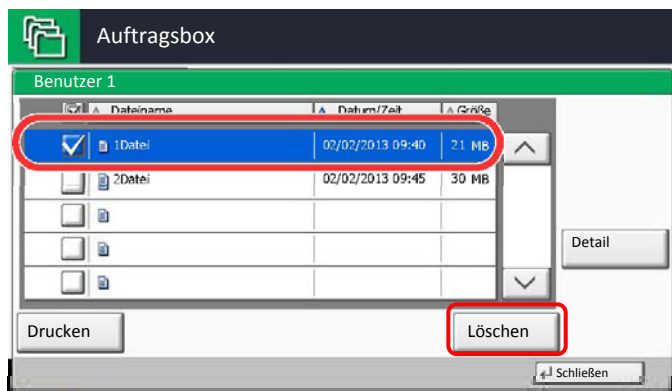
2.4. Press [Start Print].

Printing starts.


Upon completion of printing, the Private Print job is automatically deleted.

3. Deleting the document

Return to the Job box.



3.1. Select the document to delete and press [Delete].

 **NOTE:** The document is protected by an access code, the password entry screen will be displayed. Enter the password using the numeric keys.

3.2. Press [Yes] in the confirmation screen.