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Scan to an FTP destination

Once an FTP destination has been configured by your systems person, the name of the destination becomes available as a network scanning choice in the OptralImage control panel.

- 1 Locate the OptralImage you want to use. This must be the OptralImage configured with your FTP destination.
- 2 Load all pages in the automatic document feeder of the scan unit. Place the pages according to the drawing on the scanner.
- 3 Press Fax/Scan Mode repeatedly until you see SCAN → FTP.
- 4 Press Menu > repeatedly until you see the name of your FTP destination, and then press Select.
- 5 Press Go/Send to start scanning.

Note: If you are using the flatbed of the scan unit, watch the control panel for messages. If prompted to Place Next Or Stop, place the next page on the flatbed and then press Go/Send to continue scanning. Press Stop/Clear when all the pages have been scanned.



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After the job is finished, an FTP confirmation page is printed. The confirmation page includes the FTP server, directory, and the file name.

FTP confirmation page

FTP server: rome.gre.kidnet.bigcity.com

Directory: web/scans

Save Scan File (s)

pic2000-03-13_131942.pdf

