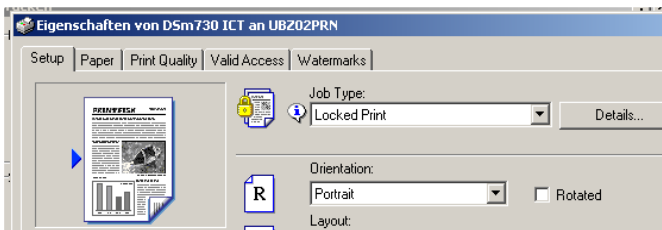


## Printing of "confidential" documents

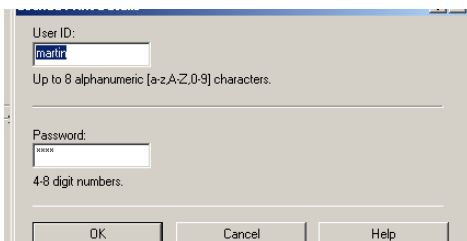
With our multifunctional printers the confidentiality of your documents is guaranteed. Only after entering your user ID and password at the operation panel, your classified or personal print jobs are released. No need to worry about unauthorized people viewing or picking up your prints. And on entering the wrong password 10 times, the document is locked.

### How to print a confidential document:

- Open the document you want to print, select "File → Print"
- Next click on „Properties" and select „Job Type" → „Locked Print".



- Now Click on „Details", enter a „User-ID" (e.g. your login or name) and insert a password (only numbers). For further information click on "Help".



- Press "OK" twice and the print job gets forwarded to the selected printer.
- When you are at the printer, deactivate the "energy save".



- Activate the "print" icon at the left side of the printer.



- On the display select „Druckjobs" or "lavori di stampa" (text is displayed in Italian or German, depending on the language selected). Now confirm and select your print job (you will recognize it on your User-ID)
- Select "Drucken" or "Stampa" and insert the PIN (the password you selected while printing the document) and confirm.

Now your document gets printed!