SETTING UP SCAN TO NETWORK FOLDER ON OKI ES8473

1 - OPTAIN THE IP ADDRESS OF YOUR COPIER
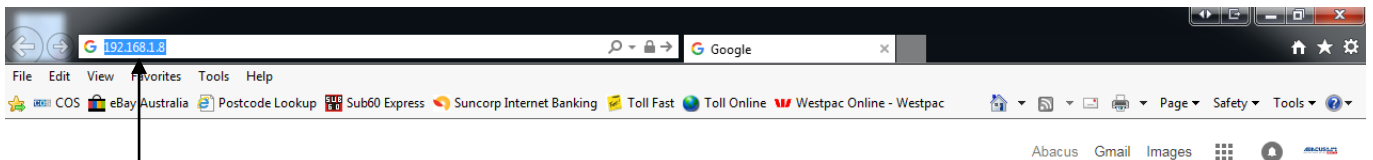
ON THE COPIER

PRESS THE DEVICE SETTINGS

SCROLL DOWN TO SECOND PAGE

THEN VIEW INFORMATION

THEN NETWORK

NOTE THE IPV4 ADDRESS

2 - OPEN UP YOUR WEB BROWSER (MUST BE FROM A PC THAT IS CONNECTED TO THE SAME NETWORK) AND TYPE THE IP ADDRESS INTO THE ADDRESS BAR

TYPE ADDRESS IN HERE

3 - YOU WILL NOW SEE THE FOLLOWING SCREEN

4 - CLICK ON THE ADMINISTRATOR LOGIN

5 - ENTER THE USERNAME AND PASSWORD (default settings are username: admin password: aaaaaa) AND CLICK OK

6 - IF THIS SCREEN APPEARS SCROLL DOWN AND CLICK SKIP OTHERWISE PROCEED TO NEXT STEP

7 - CLICK ON LIST

OKI

ES8473 MFP

Refresh | Status Window

View Info | Paper Setup | List | Admin Setup | Job List | Direct Print | Transmission Settings | Links

View Information
□ Status
⊞ Counter
□ Supplies Life
□ Usage Report
⊞ Network
□ System

Information	
Device Name	OKI-ES8473MFP-2EAB55
IP Address	192.168.1.10
IPv6 Address	
	fe80:0000:0000:0000:0225:36ff:fe2e:ab55
	Link-Local Address
	0000:0000:0000:0000:0000:0000:0000:0000
	Stateless Address
MAC Address	00:25:36:2E:AB:55
Location	
Serial Number	AL57030126
Asset Number	
Contact Name - Administrator	
Tray1	A4 SEF
Tray2	A4 SEF
Tray3	A3
MP Tray	A4 LEF
Duplex	Installed
Hard Disk	Installed
Memory	1280 MB

Version Information	
Firmware Version	A04.02_0_6
CU Version	04.02
PU Version	00.06.20
Network Firmware	00.34
Web Remote	00.29
Web Language	00.29

Remaining Toner :

Black:		100%
Cyan:		100%
Magenta:		100%
Yellow:		100%

Print Service	Enabled
LPR	●
Port9100	●
FTP	○
IPP	●

Setting Service	Enabled
SNMP	●
WEB	●
Telnet	○

8 - CLICK ON NEW

OKI

ES8473 MFP

View Info | Paper Setup | List | Admin Setup | Job List | Direct Print | Transmission Settings | Links

List
□ Profile
□ NetworkScan

Profile

New | Delete | Edit

Profile List:

Profile Counter	0 / 50

9 - THIS DIALOGUE BOX WILL NOW APPEAR

Profile Settings

Profile Name		(Max.16 characters)
Protocol	CIFS / FTP / HTTP	
Target URL		(Max.144 characters) Example: \\TESTCOMPUTER\TEST
Port Number	445	(1-65535)
User Name		(Max.32 characters)
Password		(Max.32 characters)
CIFS Character Set	UTF-16	
Encode Communication	None	

» Detail

[Submit] [Cancel]   Press Submit to send changes. Press Cancel to clear changes.

10 - ENTER A PROFILE NAME ie SCAN TO DESKTOP

11 - ENTER THE DESTINATION IN THE FOLLOWING FORMAT

\\'FRONTDESK'\'SCANS'

'FRONTDESK' = COMPUTER NAME

'SCANS' = SHARE NAME

12 - ENTER A USERNAME AND PASSWORD (if none is required use Guest as the username and leave password blank)

13 - CLICK ON SUBMIT