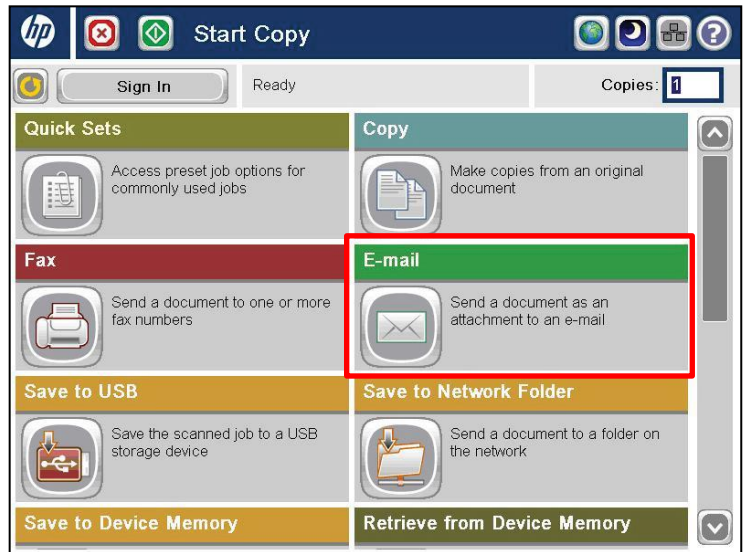


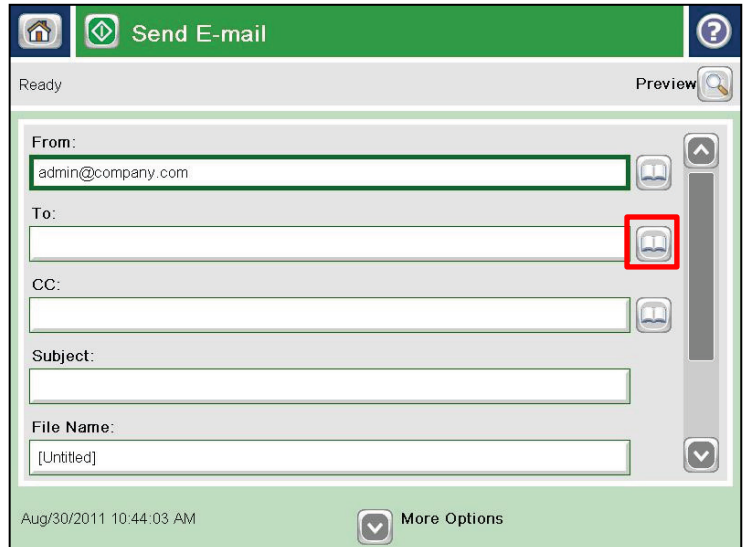
# Add E-mail Address at Copier

1. From the Home screen on the product control panel, touch the **E-mail** button

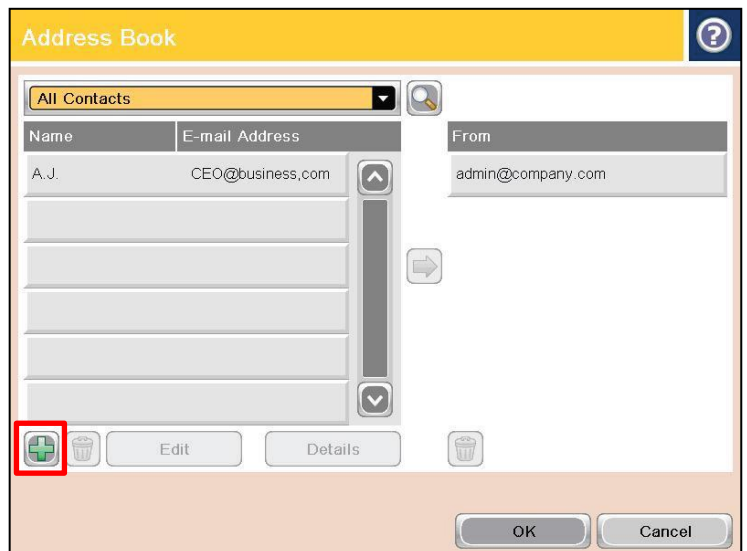
*NOTE: If prompted, enter your user name and password*



2. Touch the **Address Book** button

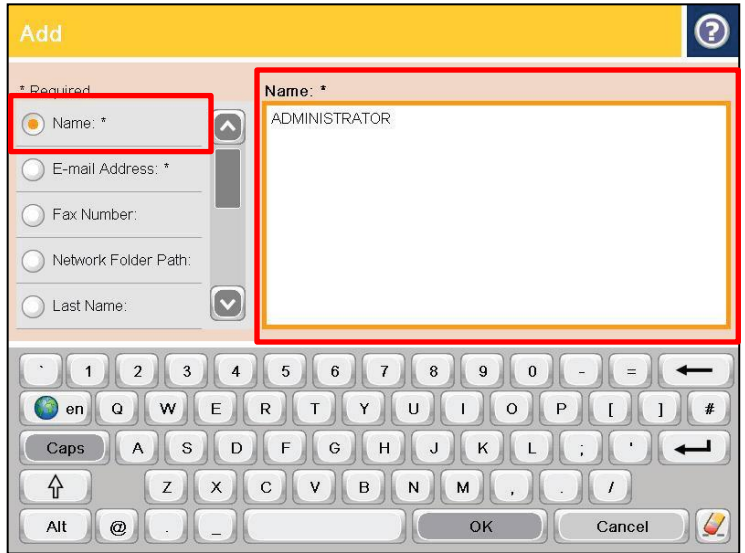


2. Touch the **Add** button that is in the lower left corner of the screen



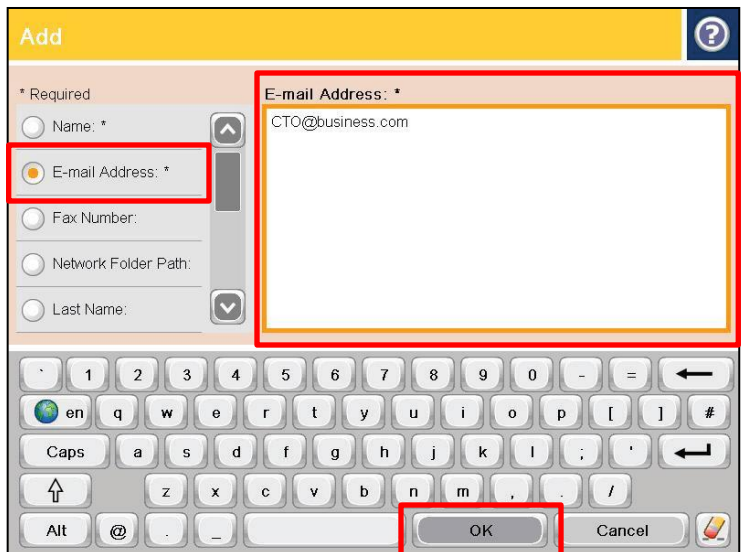
# Add E-mail Address at Copier

4. In the **Name** field, enter the name of the contact



The screenshot shows a mobile application interface for adding a contact. The title bar is yellow and says "Add". Below it, there are several radio button options: "Name: \*", "E-mail Address: \*", "Fax Number:", "Network Folder Path:", and "Last Name:". The "Name: \*" option is selected and highlighted with a red box. To the right, a text input field contains the word "ADMINISTRATOR" and is also highlighted with a red box. Below the form is a virtual keyboard with an "OK" button highlighted in red.

5. Select **E-mail Address**
6. Enter the contact's e-mail address
7. Touch the **OK** button to add the contact to the list



The screenshot shows the same mobile application interface. The "E-mail Address: \*" option is now selected and highlighted with a red box. The text input field to the right contains "CTO@business.com" and is also highlighted with a red box. The "OK" button on the virtual keyboard is highlighted with a red box.