Sharpdesk® Mobile

How Do I…

1. Add a printer/scanner
2. Print a document
3. Print a photo
4. Scan to Sharpdesk Mobile
5. Email saved files
6. Print files from other iPhone®/iPad® applications
7. Share files from Sharpdesk Mobile with other iPhone/iPad apps
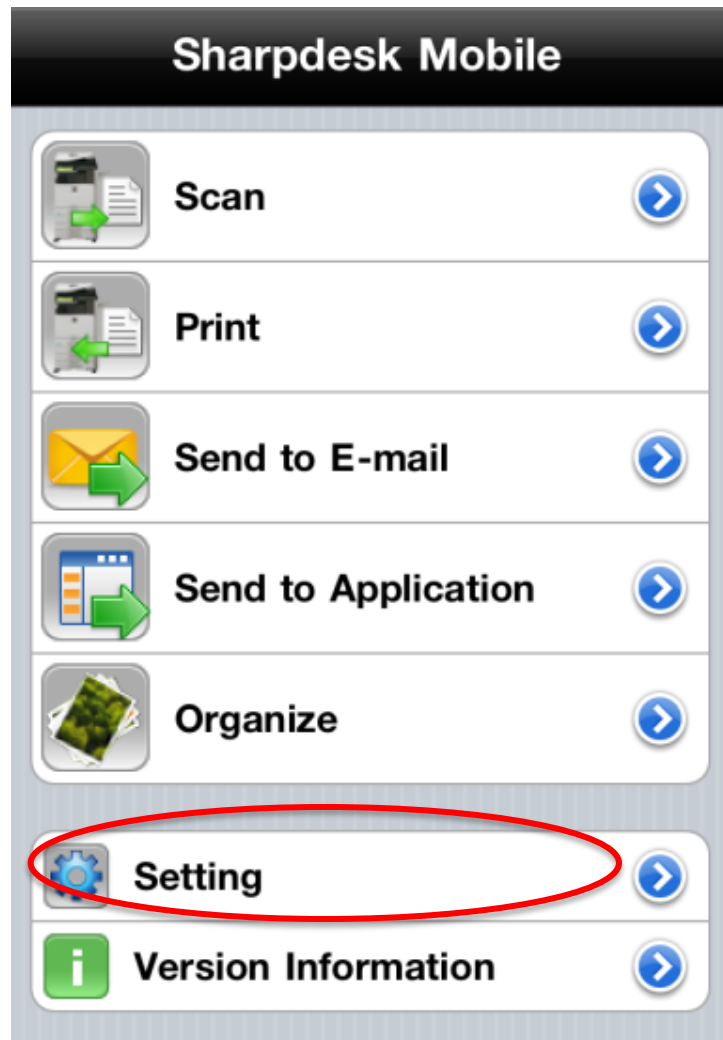

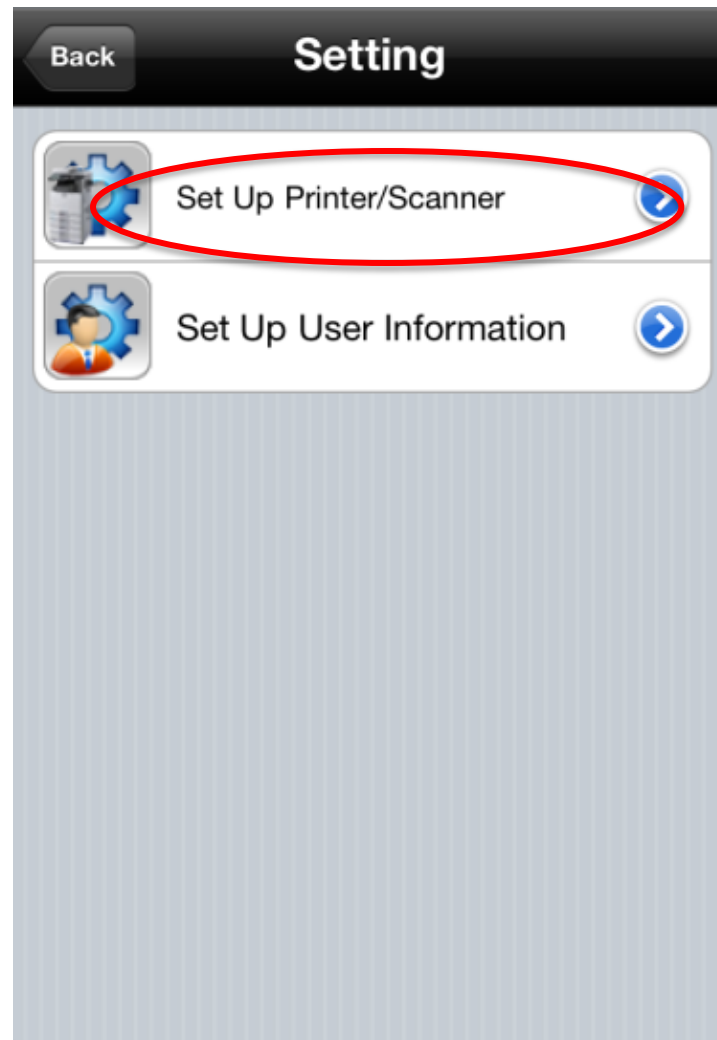**SHARP**

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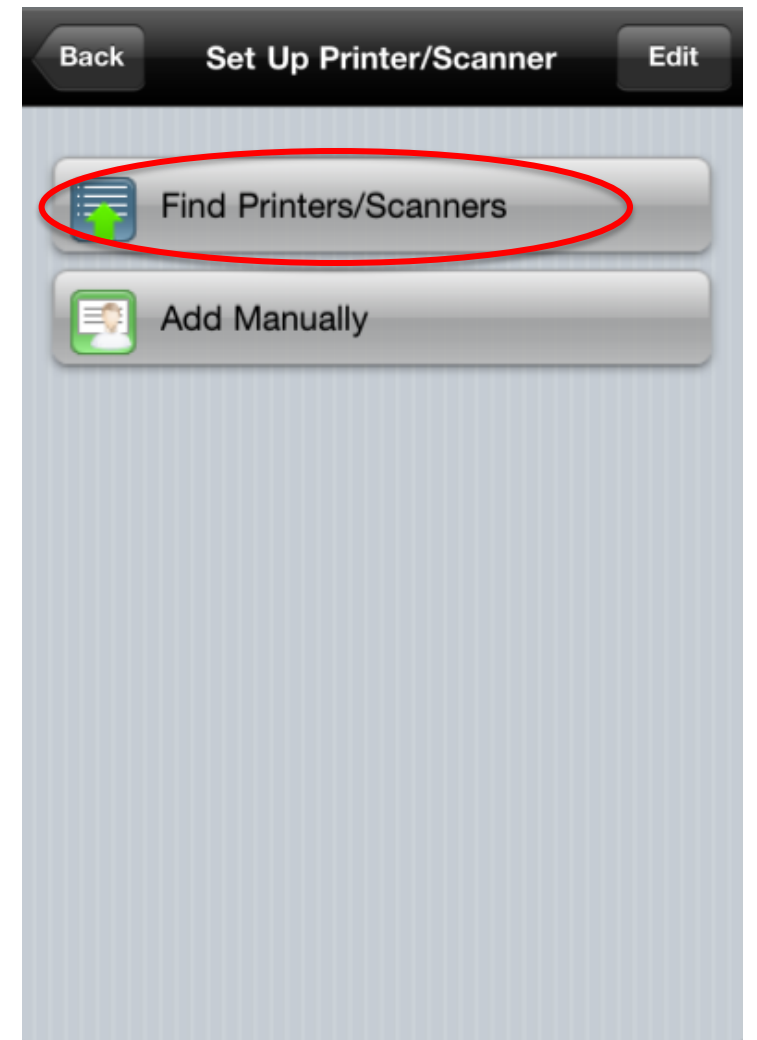## 1. How do I find a printer/scanner automatically?

1. From Main Menu, select "Setting"

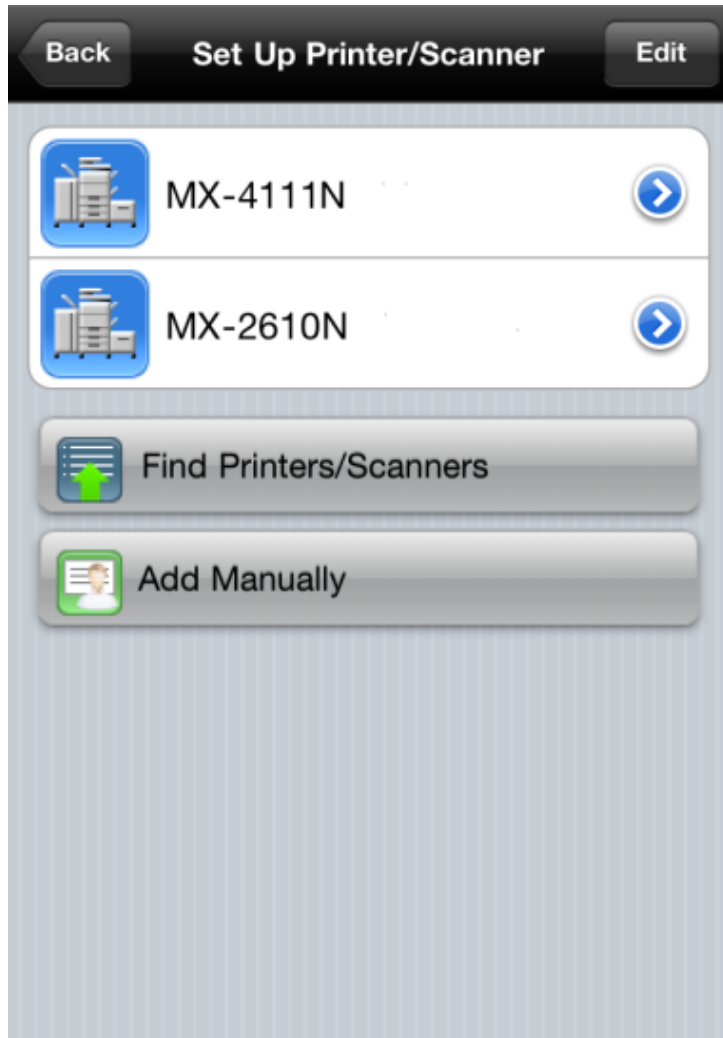2. Select "Set Up Printer/Scanner"

3. Select "Find Printers/Scanners"

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1. How do I find a printer/scanner automatically?

4. List of supported MFPs on the network is displayed

5. Select your desired MFP

6. Information about the selected MFP is displayed. Select "Save

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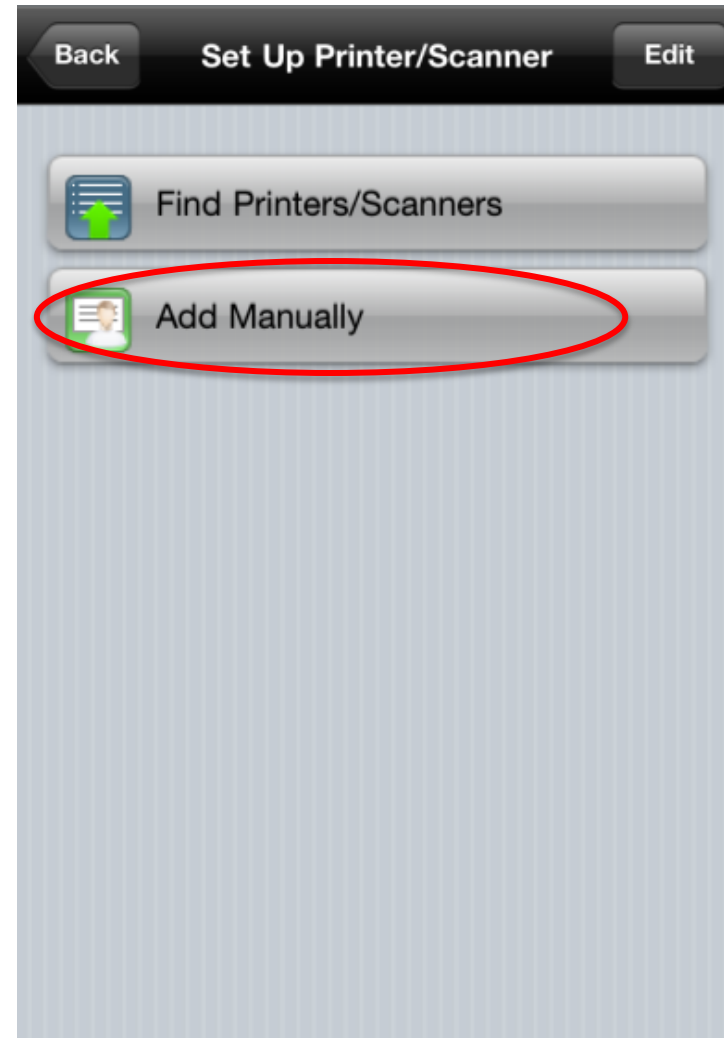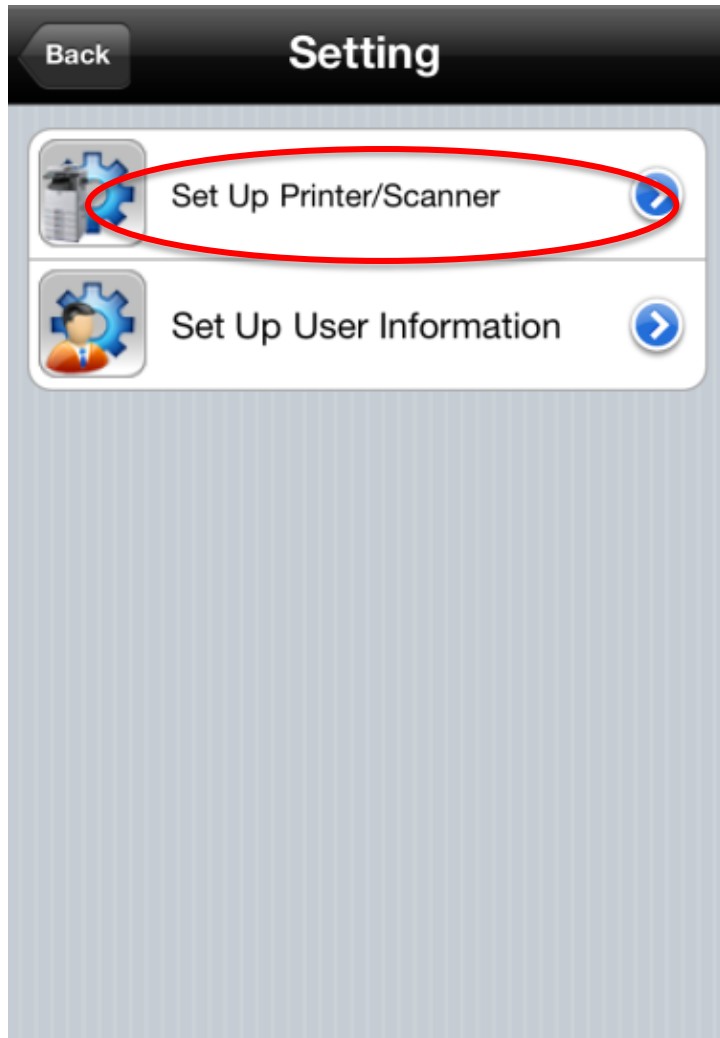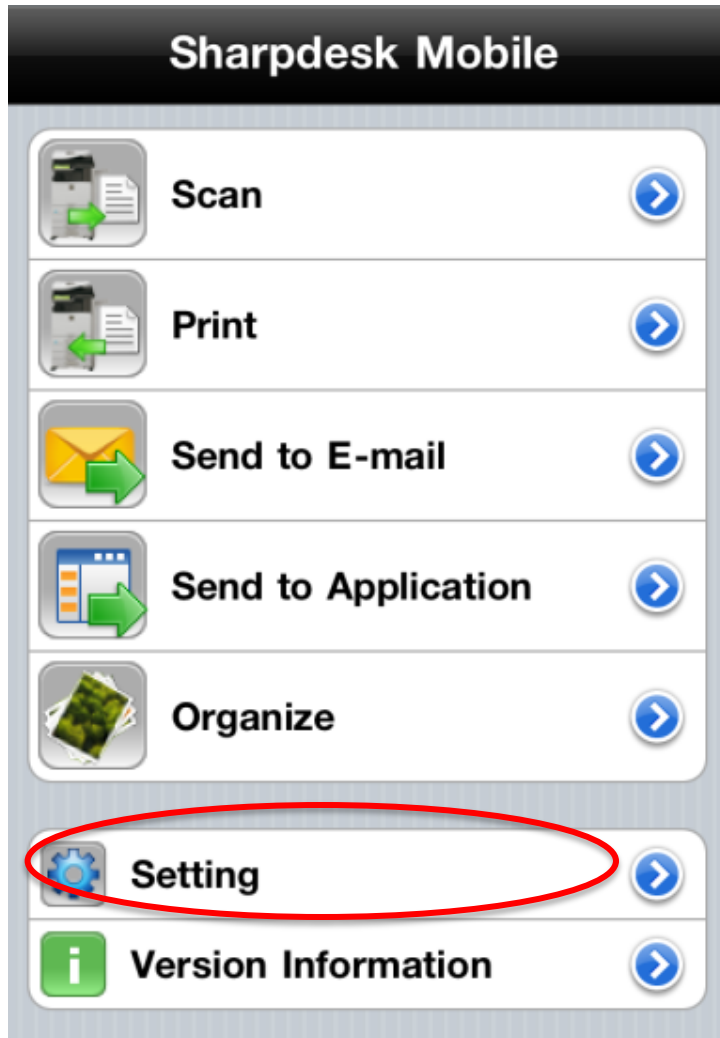## 2. How do I add a printer/scanner manually?

1. From Main Menu, select "Setting"

2. Select "Set Up Printer/Scanner"

3. Select "Add Manually"
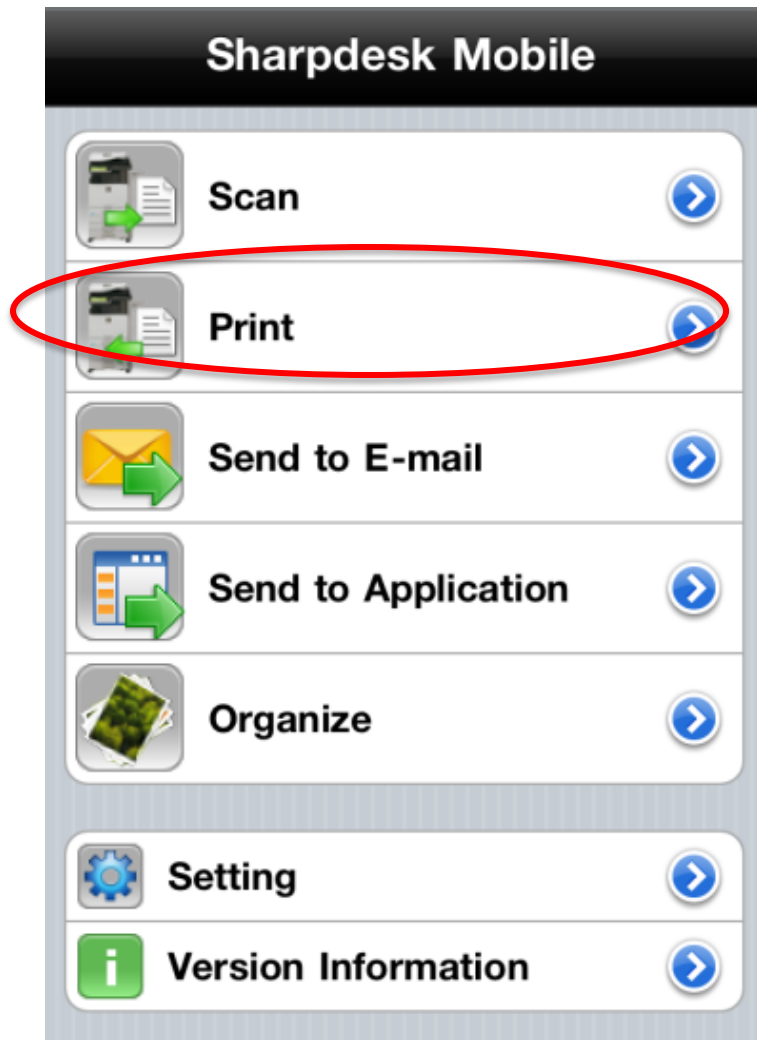
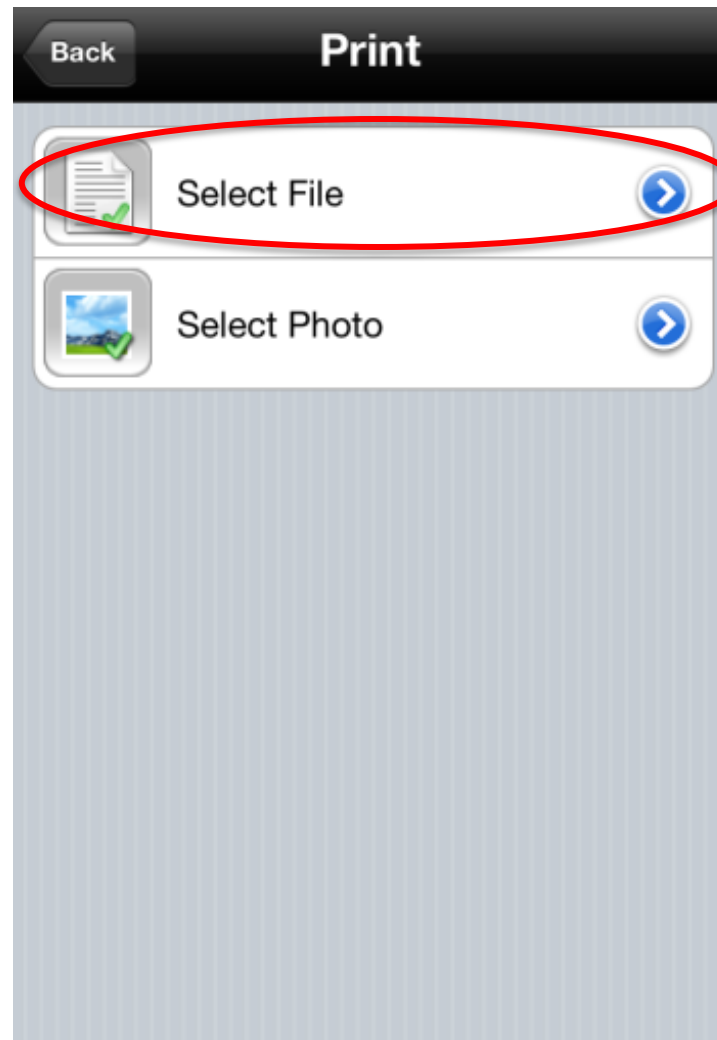4. Enter the MFP's IP address (default port number is 21 & can be edited)

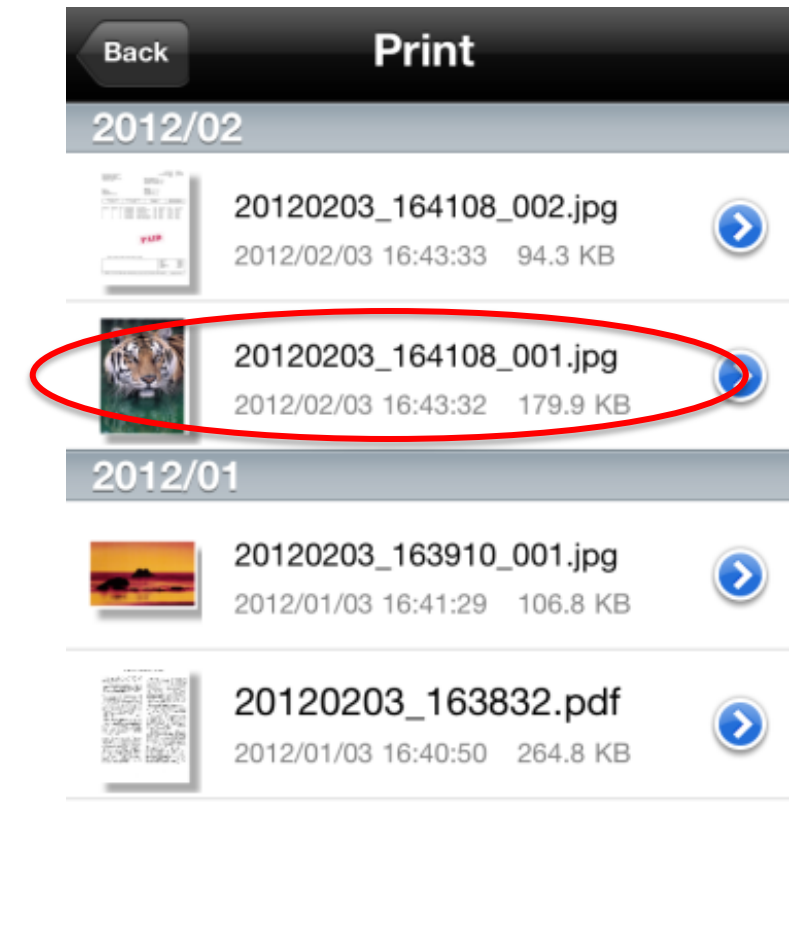# 3. How do I print a document stored on Sharpdesk Mobile?

1. From the main menu select "Print"

2. Tap "Select File"

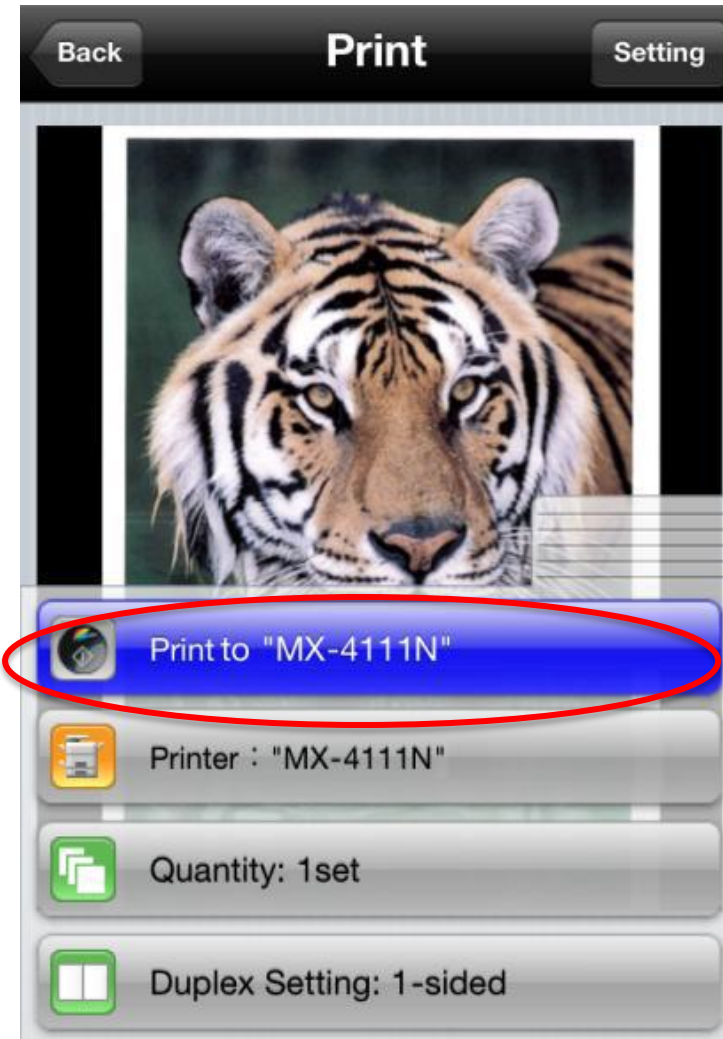3. Select the file you would like to print from the list
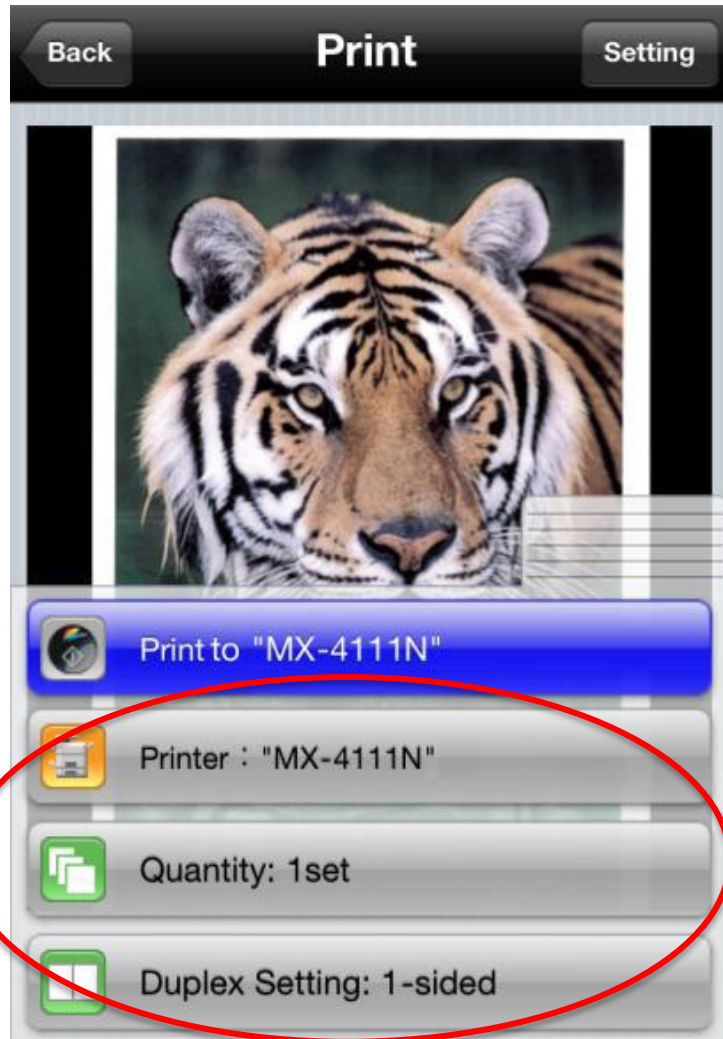
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3. How do I print a document stored on Sharpdesk Mobile?

4. Make adjustments to print options including Duplex and quantity & select MFP to print to

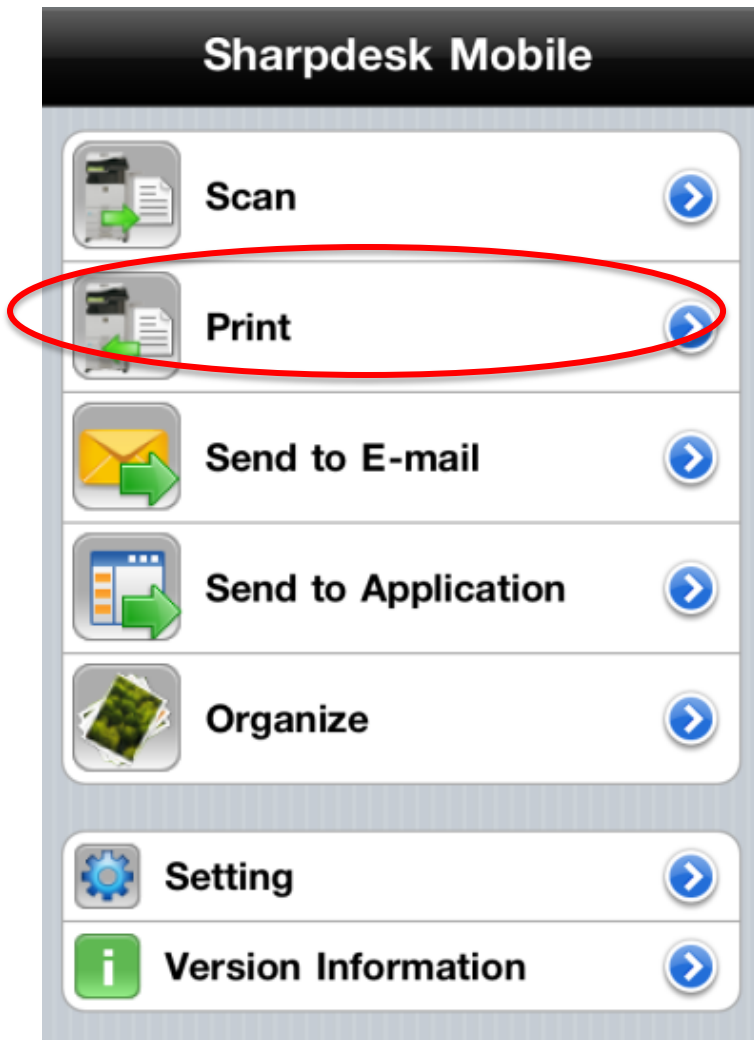5. Select "Print to (MFP Name)" to send print job to MFP
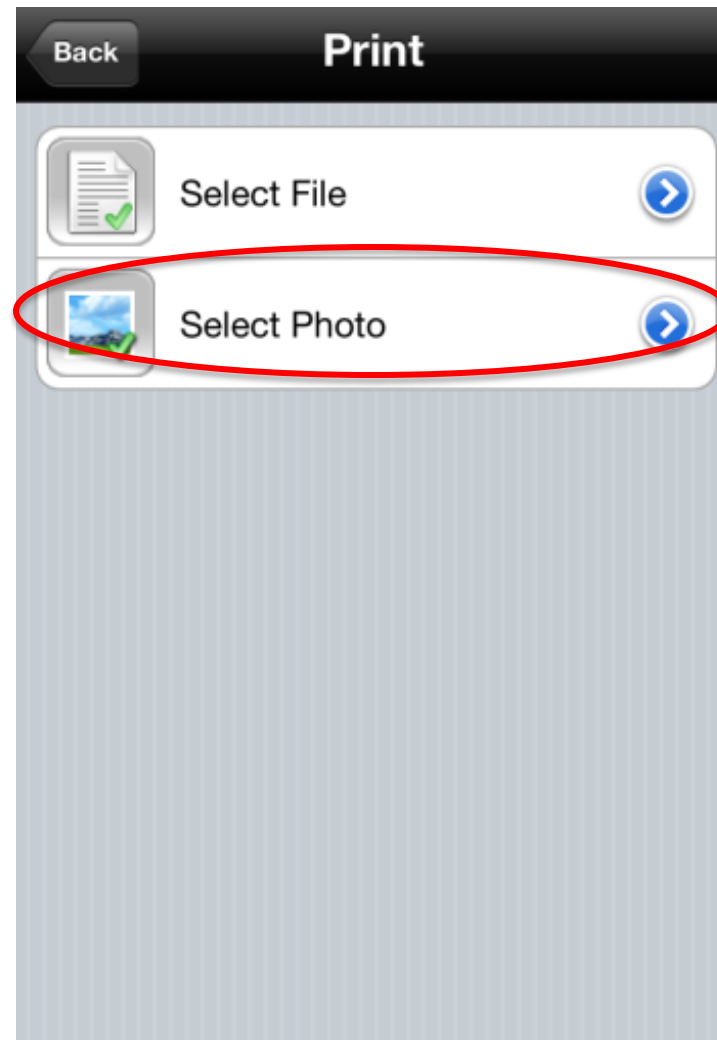
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4. How do I print a photo stored on my iPhone/iPad?

1. From the main menu select "Print"

2. Tap "Select Photo"
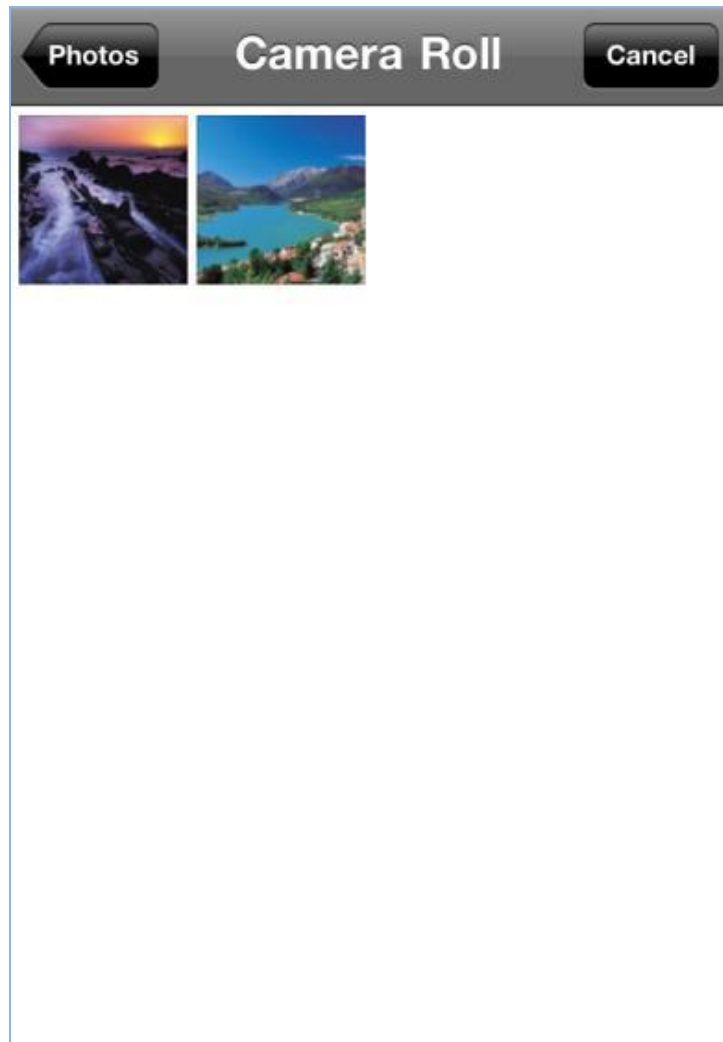

3. The device's photo app is displayed. Select the location of your photo

4. How do I print a photo stored on my iPhone/iPad?

4. Select the photo that you want to print

5. An image preview is displayed. Select "Print to (MFP name)" to print the photo
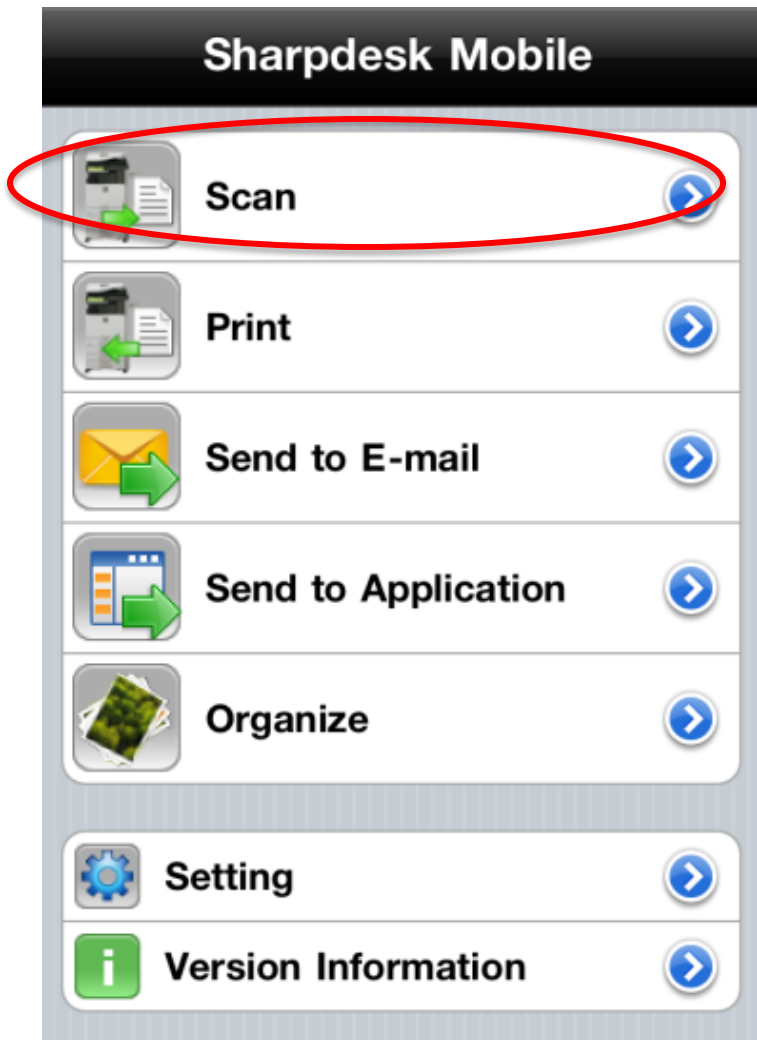
5. How do I scan from a supported Sharp MFP to Sharpdesk Mobile?

1. From the main menu select "Scan"

2. Select the tab in the bottom right corner to view available MFPs

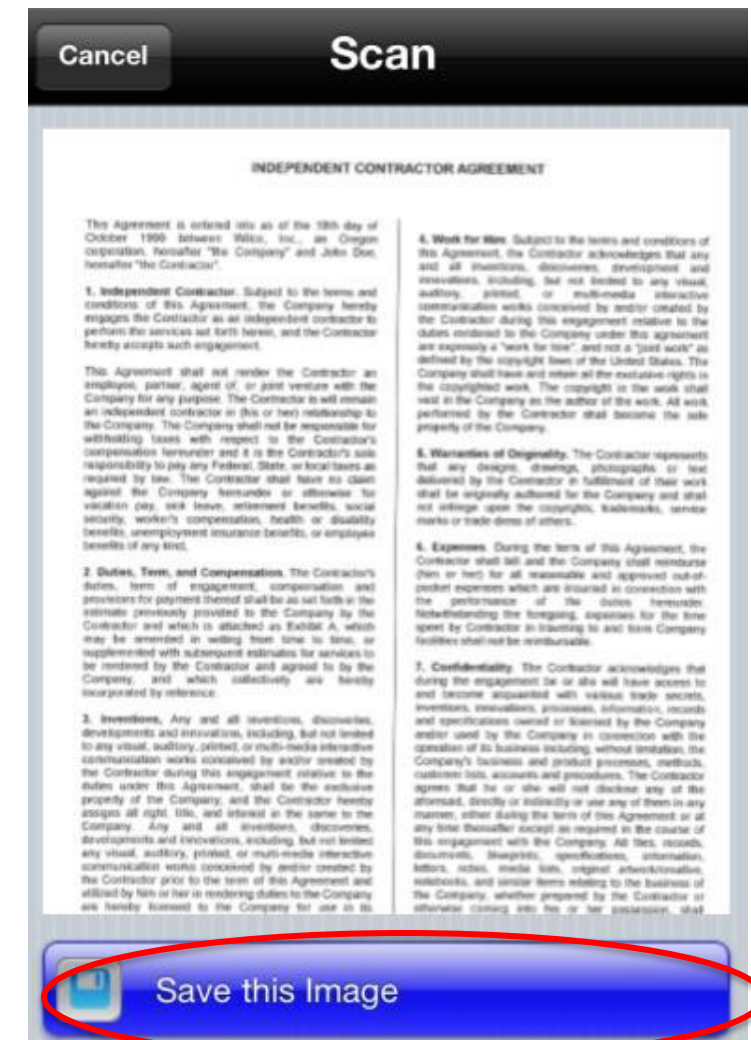3. Select your desired MFP and tap "Scan from (MFP's name)

5. How do I scan from a supported Sharp MFP to Sharpdesk Mobile?

4. Instructions on how to complete the scan from the MFP is displayed

5. From the MFP

    a. Select "FTP/Desktop" or "Image Send"

    b. Select you iPhone or iPad from the list

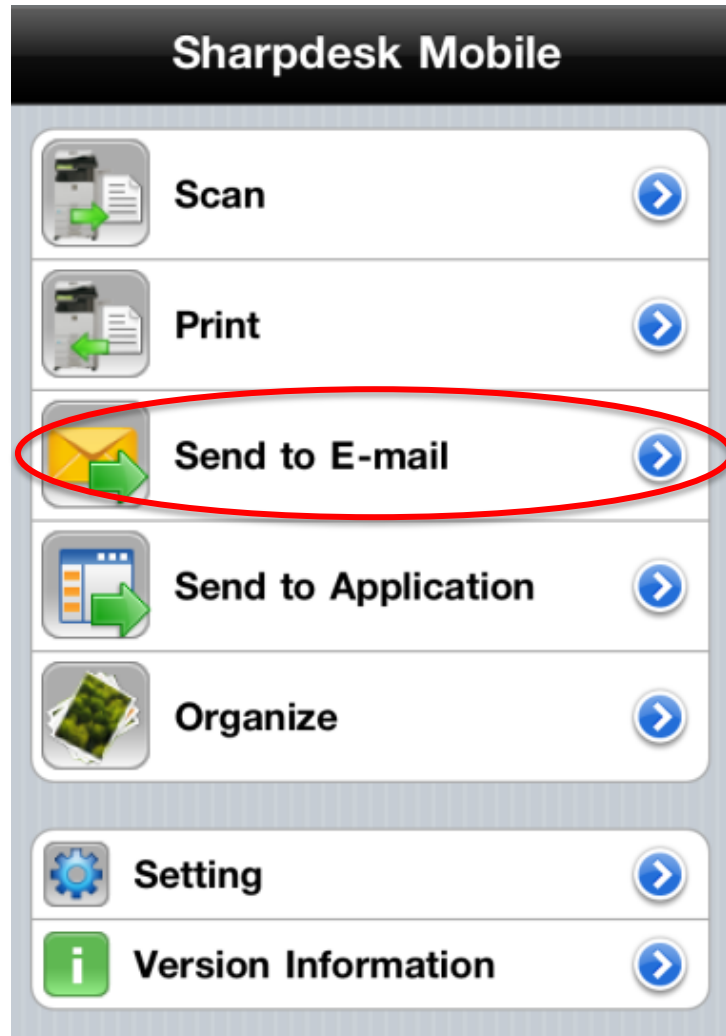   c. Place your documents in the document feeder & push "Start"

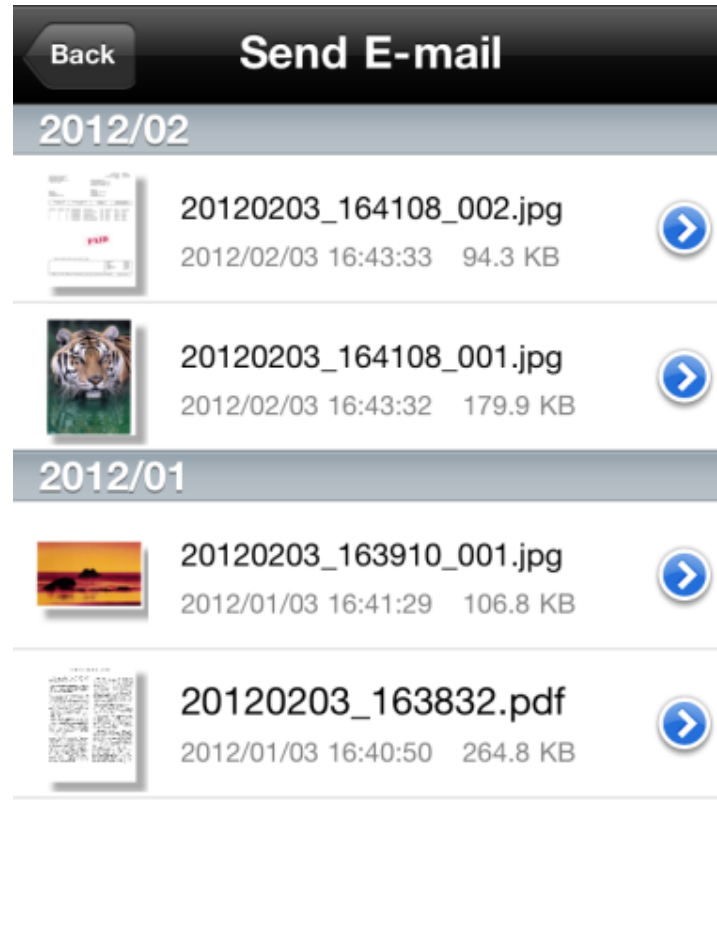6. Select "Save this Image" to save the file to Sharpdesk Mobile

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6. How do I email a file stored in Sharpdesk Mobile?

1. From the main menu select "Send to Email"

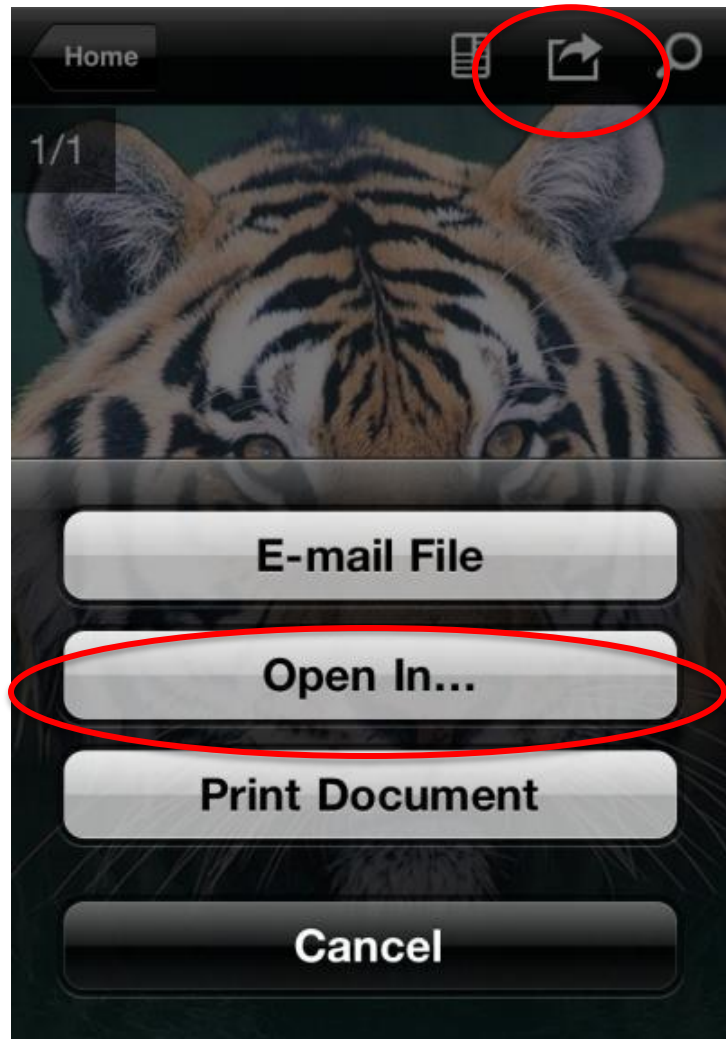2. Select the file you want to email
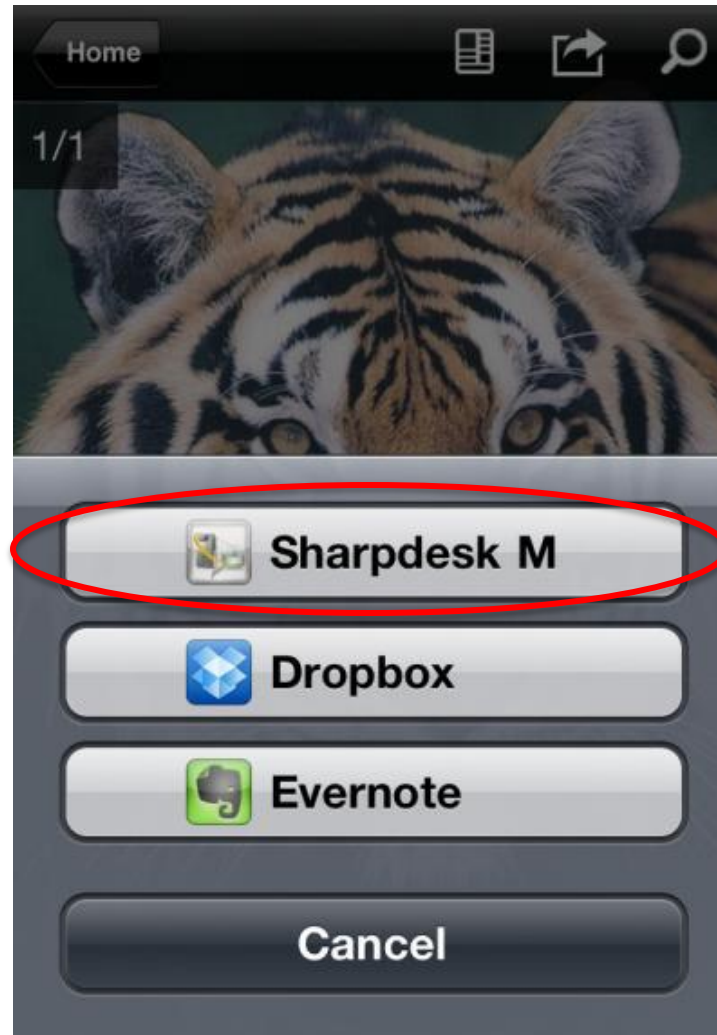

3. Select "Attach to Email"

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8. How do I print a file from another iPhone/iPad application?

1. Open the file from the iPhone/iPad app, select the options arrow & select "Open in…"

2. Select "Sharpdesk M" from the list

3. Follow the steps to print a document on page 6

Sharpdesk Mobile prints PDF, JPEG & TIFF file formats

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7. How do I share a file stored in Sharpdesk Mobile with another iPhone/iPad application?
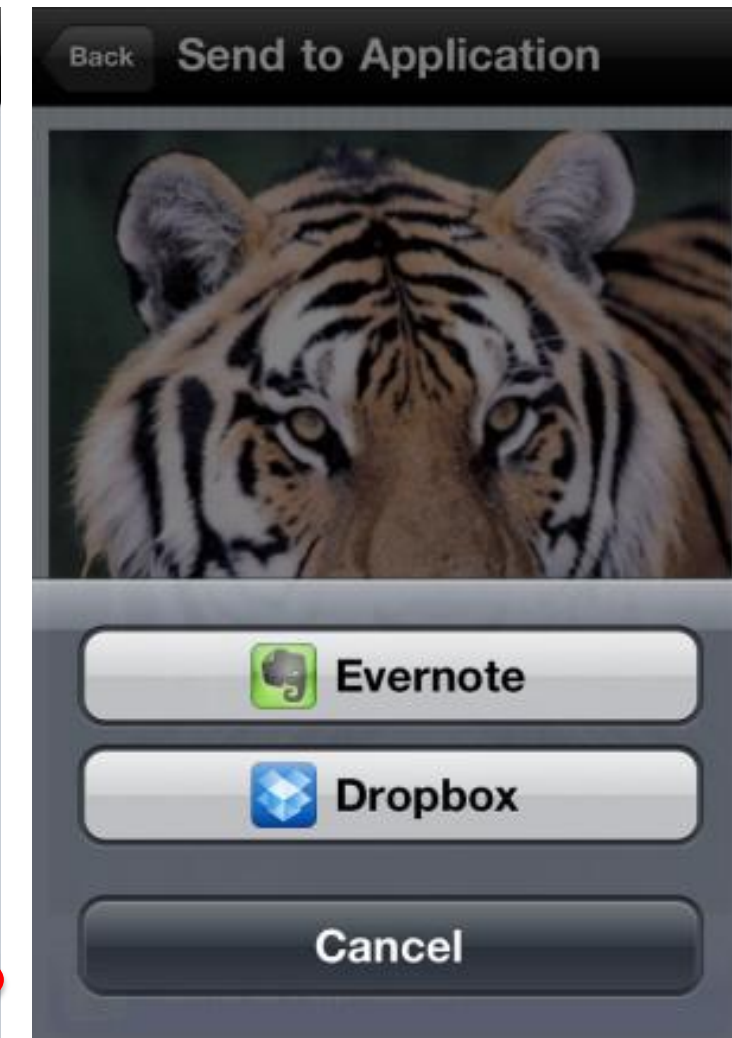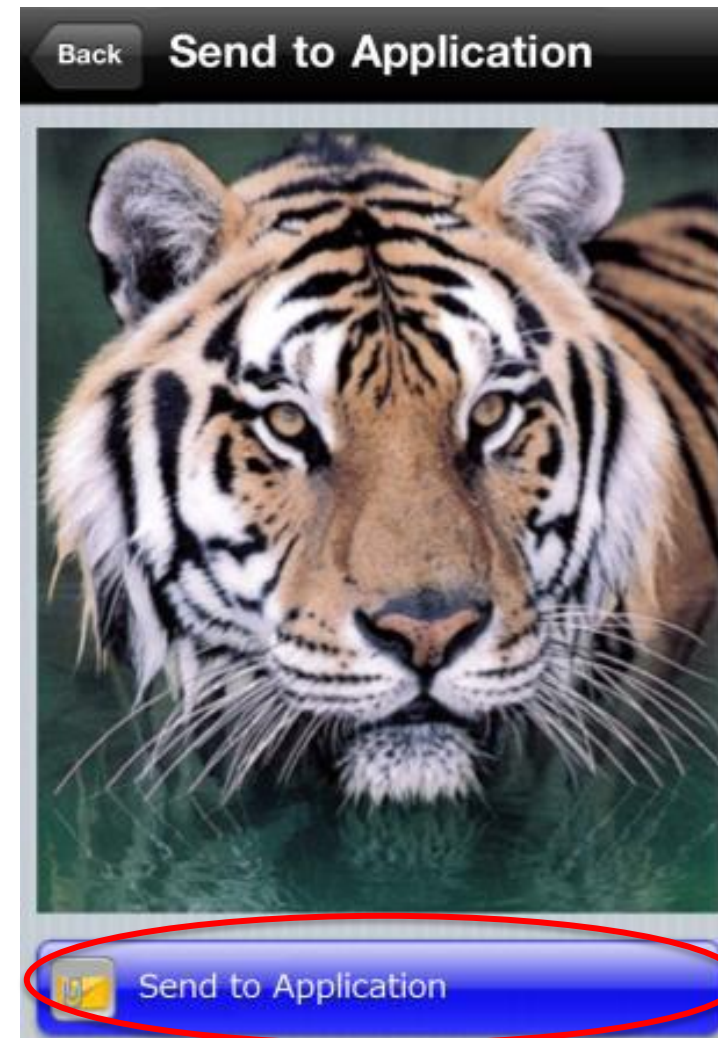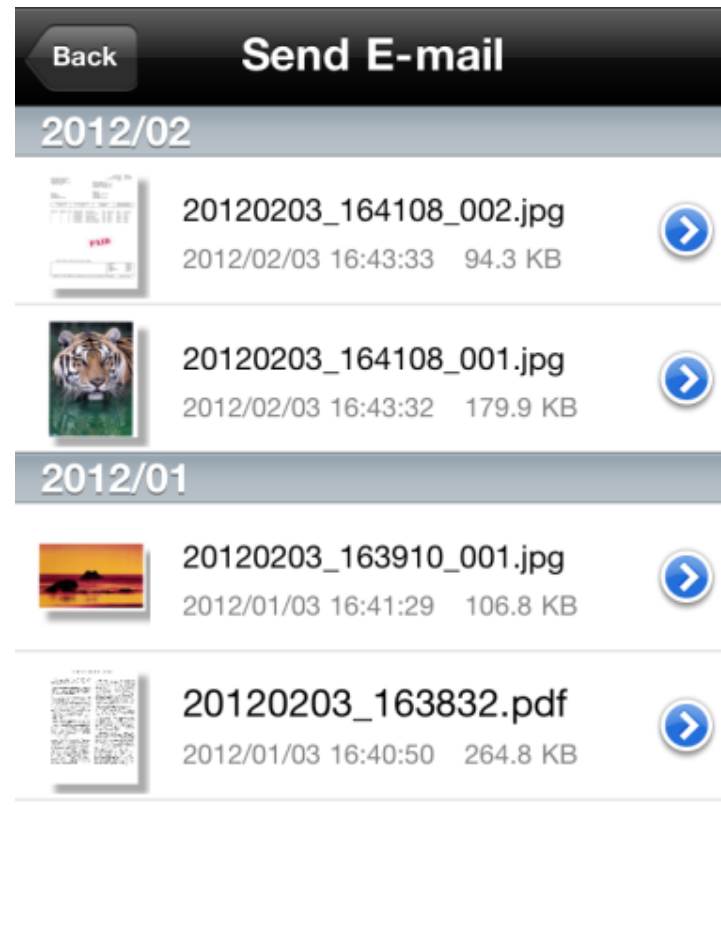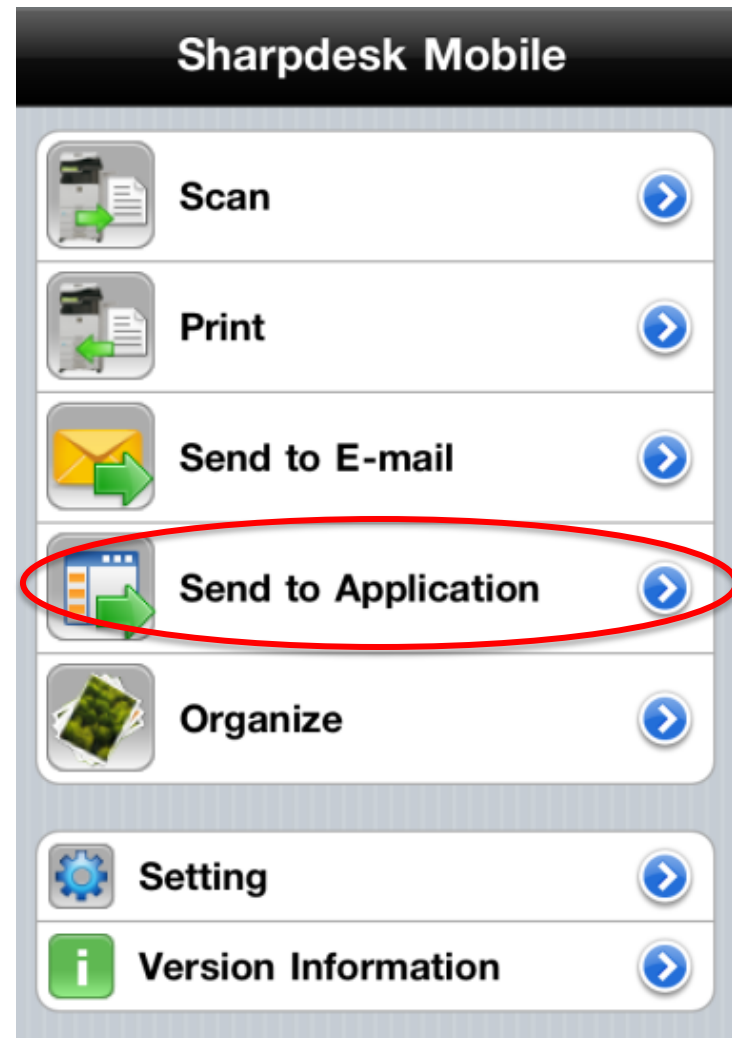
1. From the main menu select "Send to Application"

2. Select the file you want to share

3. Select "Send to Application"

4. Select your desired application from the list of available apps

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