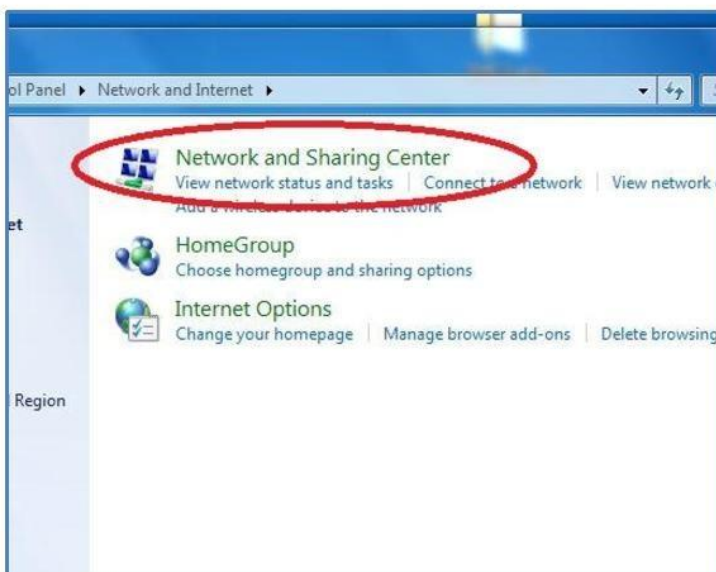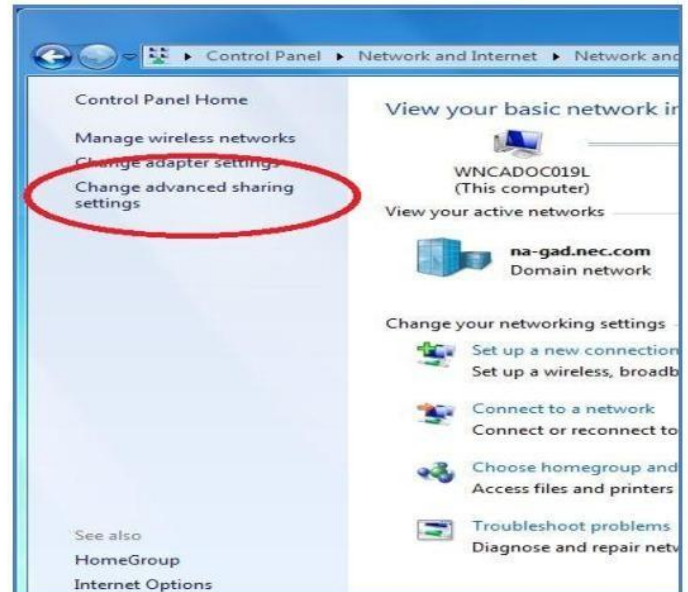# Windows 7 / Windows 8 Folder Sharing for SMB Scanning

1. Before you can scan or properly share a folder, Network Discovery and File and Printer Sharing must be turned on.
2. Click Start/Metro Screen. Then Control Panel
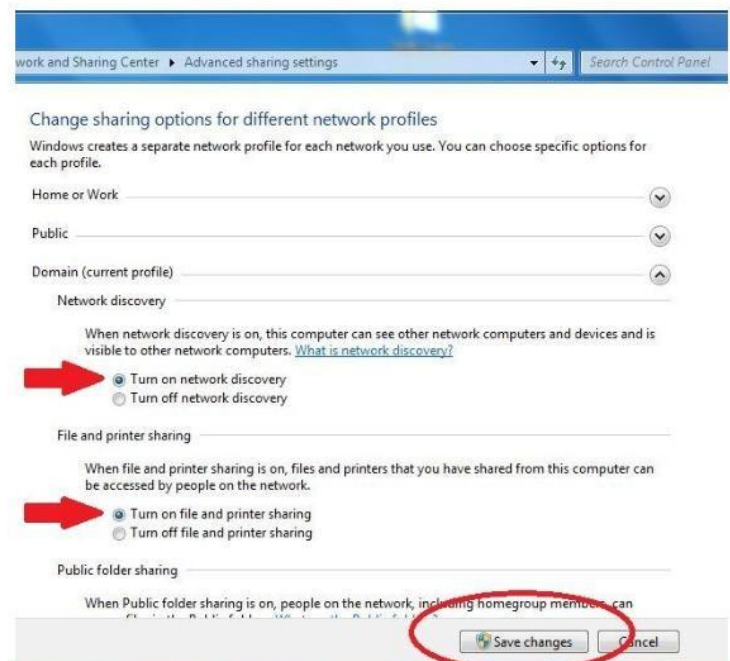3. Once in Control Panel, click Network and Internet
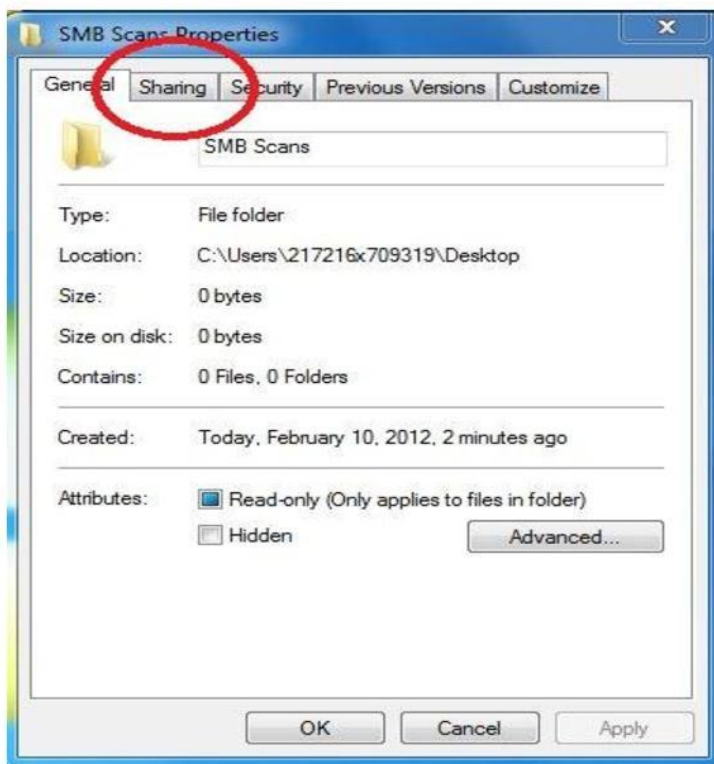

4. Click Network and Sharing Center

5. Click Change advanced sharing settings on the left side of the page.
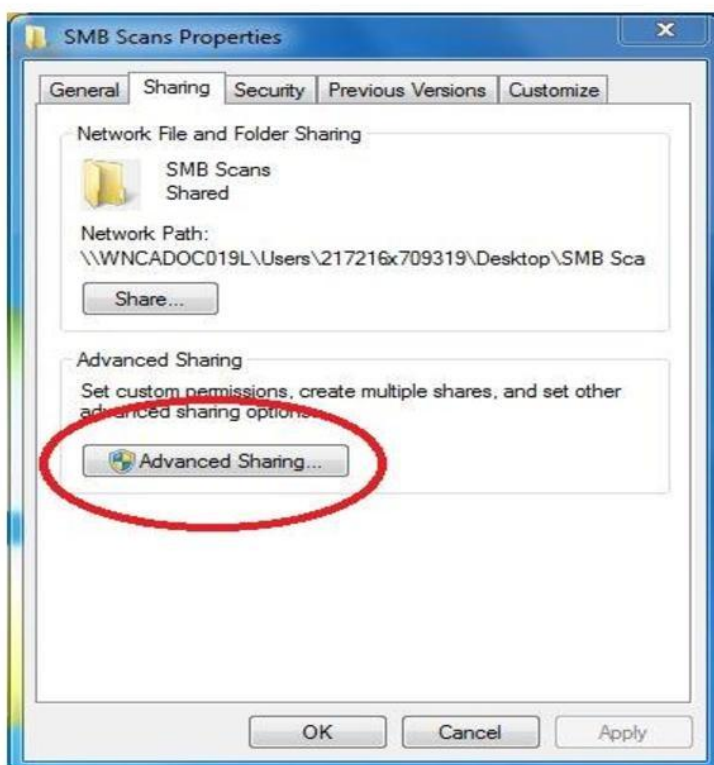

6. Under the Domain settings, turn on Network discovery and File and Printer Sharing.
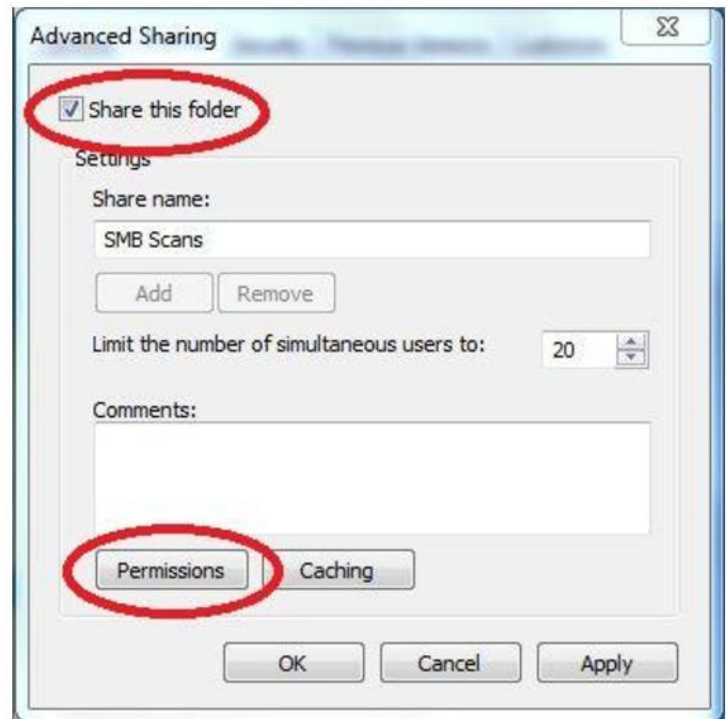7. Click Save Changes, and exit.

8. Create a folder. We have created a folder called SMB Scans for demo purposes. Right click on the folder and click properties.
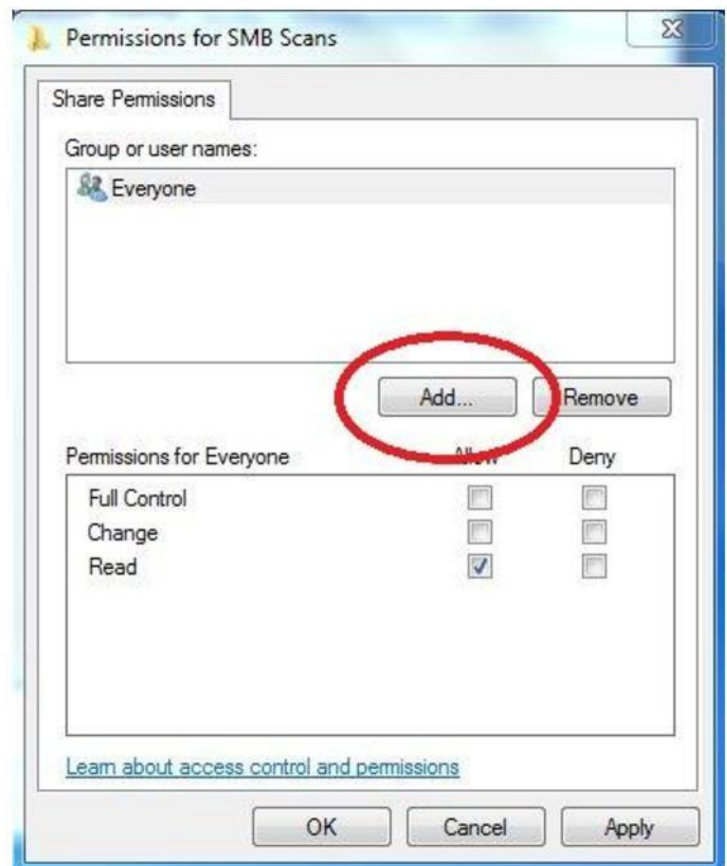
9. Click the Sharing tab.

10. Click Advanced Settings

11. Ensure the Share this Folder box is checked, then click Permissions

12. If sharing with Everyone, check Full Control in the Allow column (go to 18). To add individual shares, click Add.
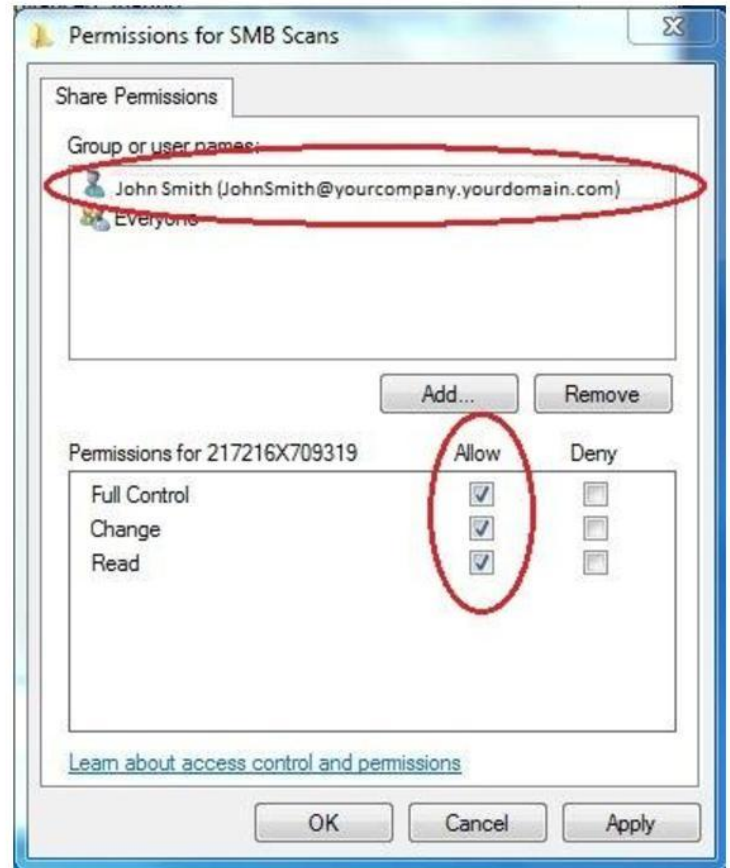
13. Type the UserName that the user uses for login purposes in the empty box. Click Check Names.

14. If it is a valid UserName on the domain, the box should populate like the example.
15. Click OK

16. Click the user that was just added so it is highlighted.
17. Under the permissisons, check the Allow box for Full Control. Then Apply

18. The PC should be configured to accept SMB scans now. Continue to set up individual MFP as if it were scanning to an older operating system (XP.)