

MFP

TT-022715_4

**TECHNICAL
TIP**

Models: MX-M365N/M364N
MX-M465N/M464N
MX-M565N/M564N

Priority Medium

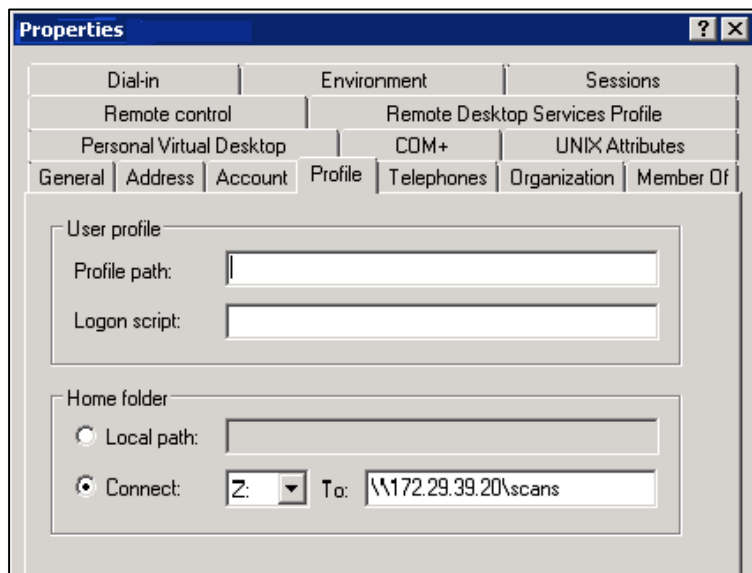
Date: February 2015

Subject: Scan to Home Directory

Solution: The steps provided in this Tech Tip are an example of how to set up a Scan to Home Directory.

Below is a summary of the steps needed to set up a Scan to Home Directory. This guide should be considered an example as your specific configuration might vary from what is described in these steps.

1. Set up a home folder in Active Directory (in most cases this has already been done by the network administrator).



(continued)

2. Set up LDAP at the MFP (refer to Tech Tip TT-20112 for help regarding this step).

The screenshot shows an LDAP configuration window with the following fields and options:

- Authority to Write into the Folder**
- Home Directory:** homeDirectory (Up 1)
- User Name:** bob (Up 1)
- Password:** (Up 1-25)
- Change Password
- Custom Attribute1:** (Up 1)
- Custom Attribute2:** (Up 1)
- Custom Attribute3:** (Up 1)
- Custom Attribute4:** (Up 1)
- Custom Attribute5:** (Up 1)
- Custom Attribute6:** (Up 1)
- Custom Attribute7:** (Up 1)
- Custom Attribute8:** (Up 1)
- Custom Attribute9:** (Up 1)
- Custom Attribute10:** (Up 1)
- Port Number:** 389 (0-65535)
- Timeout:** 15 seconds(0-60)
- User Name:** bob (Up 1)
- Password:** (Up 1-32)
- Change Password
- Authentication Type:** NTLM (dropdown menu)
- Bind Prefix:** uid (Up 1)
- Server Usage:**
 - Address Book
 - User Authentication
- Enable SSL

Red circles highlight the following elements:

- The 'homeDirectory' text box.
- The 'bob' text box.
- The 'NTLM' dropdown menu.
- The 'User Authentication' checkbox.

(continued)

3. Mark the System Setting > Image Send > Scan Settings > Default Address > **Apply Home Directory of the User for Login** radio button.

Optional: The machine can be set to not allow users to scan to any other than the defined home folder by marking the **Disable selection of other address(es)** checkbox circled below.

The screenshot shows the web interface for configuring the printer's default address. The left sidebar contains a navigation menu with 'Scan Settings' and 'Default Address' highlighted. The main content area shows the 'Default Address Setting' configuration. Under the 'Add Selected' section, three radio buttons are present: 'Apply E-mail address of the user for login.', 'Apply Home Directory of The User for Login' (which is selected), and 'Select From Address Book'. Below this, there is a 'Name' field with 'Matt Email' entered. At the bottom, the 'Disable selection of other address(es)' checkbox is checked and circled in red. Other visible elements include a 'Submit(U)' button, a 'Total Address: 1' indicator, and navigation buttons for 'Previous(M)' and 'Next(N)'.

(continued)

4. Navigate to the User Control > Default Settings page and Enable **User Authentication** from the drop-down list; select the LDAP service that was set up in Step 2 from the drop-down list.

Submit(U) Update(R)

User Authentication: **Enable**

Authentication Method Setting:

- Authenticate a User by Login Name and Password
- Authenticate a User by Login Name, Password and E-mail Address
- Authenticate a User by User Number Only

Device Account Mode Setting:

- Device Account Mode
- Allow Login by Different User

Login User: Not Set
User Selection(C)

Actions when the Limit of Pages for Output Jobs:

- Job is Completed even when the Limit of Pages is Reached
- Job is Stopped when the Limit of Pages is Reached
- After reaching to the page limit, cancel the job and delete the job during receiving

A Warning when Login Fails

Disabling of Printing by Invalid User

Allow Remote Scanner Using Before Login.

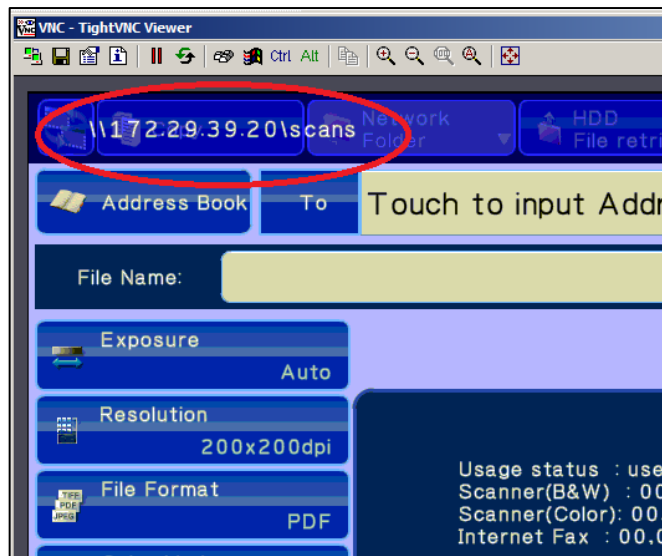
Automatically print stored jobs after login

Default Network Authentication Server Setting:

- Perform LDAP server access control.
- Display Usage Status after Login

Login Name
LDAP Server

5. Log in to the device and select the Network Folder. The home directory of the logged in user should be the default.



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