



OPERATING INSTRUCTIONS

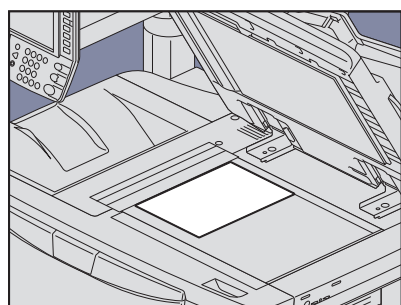
e-STUDIO5560c/6560c/6570c

Basic Copying

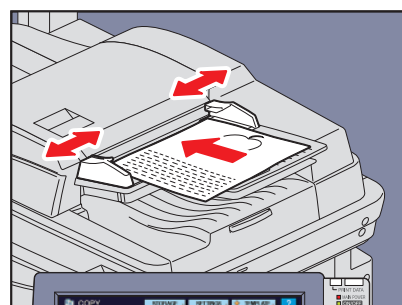
Press the [COPY] button to use the copying functions.

- 1 Place the original(s).

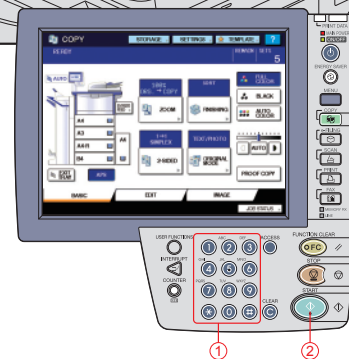
Original glass



Reversing Automatic Document Feeder



- 2 Key in the desired number of copy sets, and then press the [START] button.



Basic e-Filing Storing

Press the [e-FILING] button to use the e-filing functions.

- 1 Place the original(s).

- 2 Press [STORAGE] on the touch panel in the basic menu for the copying functions.



- 3 Press [STORE TO E-FILING] on the touch panel to select the box in which you want to store the data and then press the [START] button on the control panel.

TIP

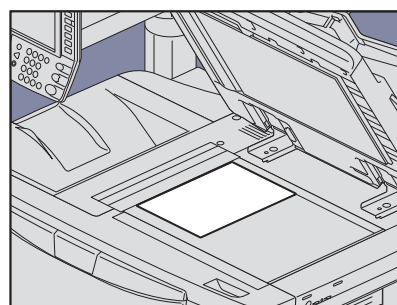
You can store documents not only by copying them but also by scanning them or using the printer driver. Refer to the Scanning Guide or Printing Guide for details.

Basic Scanning

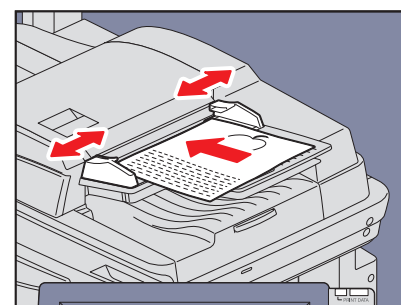
Press the [SCAN] button to use the scanning functions.

- 1 Place the original(s).

Original glass



Reversing Automatic Document Feeder



- 2 Specify the location where the scanned data will be stored, and then press [SCAN] on the touch panel.



Basic e-Filing Printing

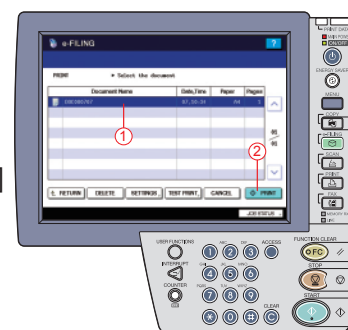
- 1 Press the box button in which the documents are stored.

If the password is set in the box, enter the password and press [OK] on the touch panel.



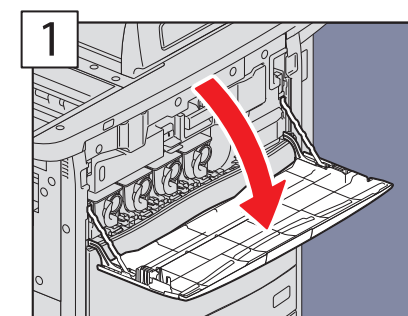
- 2 Select the document you want to print, and then press [PRINT] on the touch panel.

If the document is stored in a folder, select the folder and then press [OPEN] on the touch panel.

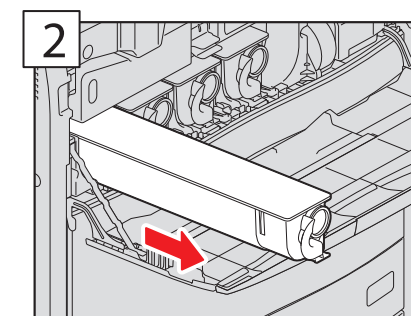


Replacing Toner Cartridge

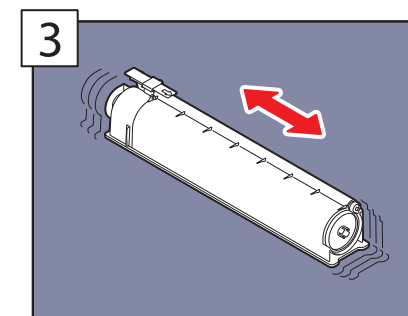
The procedure for replacing the toner cartridge is as follows.



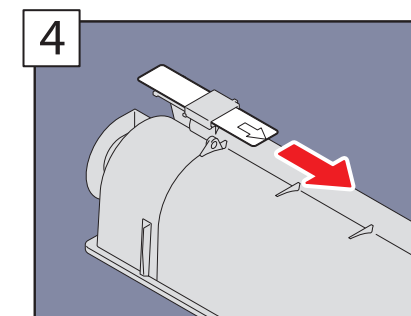
Open the front cover.



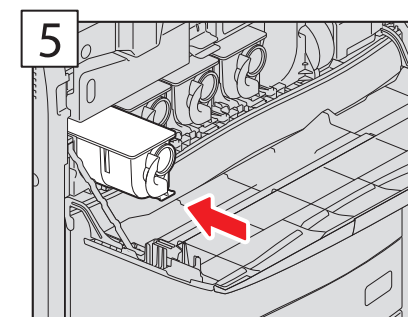
Remove the color toner cartridge you want to replace.



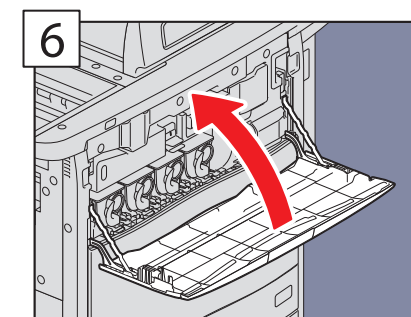
Shake the new toner cartridge well to loosen the toner inside.



Pull out the seal.



Install the new toner cartridge.



Close the front cover.

For Toshiba Service and Supplies go to:

www.eid.toshiba.com.au/help