## **How to Print From a Flash Drive**



After you tap in, click the printer icon in the top right. (circled above in pink)



Your name and account info will display. Choose an account if applicable, then hit next on the touch panel.



Plug in your flash drive in the USB port.



Select USB Drive on the main menu.

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After you plug in your USB you should see this message, hit yes.

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Choose the file you would like to print. Then hit print to open up the print options.

Ready to print from Box. (FullColor) Press [Start] to start printing.				Authentic./ Logout
Preview Cannot display.	BK			/Counter
Original :	Letter Plain Plain Paper Selection	Full Color		Numeric Keypad Reset
200m :% Paper :	2-sided	1 staple Staple		Stop
Quick Setup Status & User: Kristi K	Functions Co Image Kerr , krandmet	Olor/ Quality Remove USBDrv	Back to List	Start

Select the paper, tray and options you need, single sided, double sided, staple etc.

## **How to Print From a Flash Drive**



Hit START. After your job prints you should hit Remove USBDrv. You will get a message telling you it is safe to remove your USBDrive.



Last, hit log out when you're done printing.