Savin Mac SMB Scanning

1) Select 'Users & Groups'
2) Make a new user named 'scan' and give it a password 'scan' (make everything lowercase), exit out
3) On your mac, Select the Apple (top left) icon
4) Select 'System Preferences'
5) Select 'Users & Groups'
6) Write down the user name (computer name, with spaces if need be), then exit out
7) Select the Apple again
8) Select 'System Preferences'
9) Select 'Network'
10) Write down the IP Address of the computer, exit out
11) This time, select 'File' up on the top menu
12) Select 'New Folder' and name it 'SCANS'
13) Select the Apple again
14) Select 'System Preferences'
15) Select 'Sharing'
16) Select 'File Sharing' to turn on
17) Select the SCANS folder you created on the desktop
(or hit + sign, find the folder, and select 'add')
18) Select the folder and set to 'read & write' on right hand side
19) Select 'options' above, make sure 'share files and folders using SMB' is checked & make sure there's a check by the username

To set up the scan path on the copier there are two options. Option A uses an internet browser to log into the copier. Option B uses the operation panel on the copier.

Option A) Setting up the scan path on the copier using the remote user interface to route it to that folder!

Savin MFP Scan to Folder Using the Web Image Monitor:

1. On your computer open a browser and enter the IP address of the machine.
2. When the initial page opens click on "Admin" and log in. The default username is "admin" and the password is blank, unless someone has changed these values.
3. Go to "Address Book" and click on "Add User".

Name – Choose a name to appear in the address book for this destination.

Authentication Information section:

Specify Other Auth. Info below - Click to toggle this on

Folder Authentication – Username: scan

                                      Password: scan

Folder section:

Protocol - SMB

Path – Complete path to folder where scans will be sent, in the form: \\computername\Scans

Click on "OK" or "Save and Add Another" to save entries.

Option B) Setting up the scan path on the copier using the copier operation panel to route it to that folder!

Savin SMB Scan to Folder:

1. User Tools
2. System Settings
3. Administrator Tools
4. Address Book Management
5. New Program
   a. To change a destination, highlight Program/Change and select destination you wish to change
   b. To delete a destination, highlight Delete and select destination you wish to change
6. Names tab enter the Name and Key Display by selecting Change
7. Auth. Info tab select next to go to page 2/4
   a. Folder Authentication = highlight Specify Other Auth. Info
   b. Input computer: scan
   c. Input computer: scan (will ask for pw 2 times)
8. Folder tab input computer scan folder path \\computername\Scans
9. OK
10. Exit (3 times)