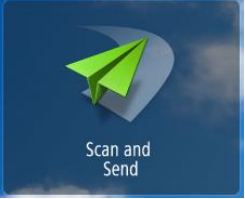
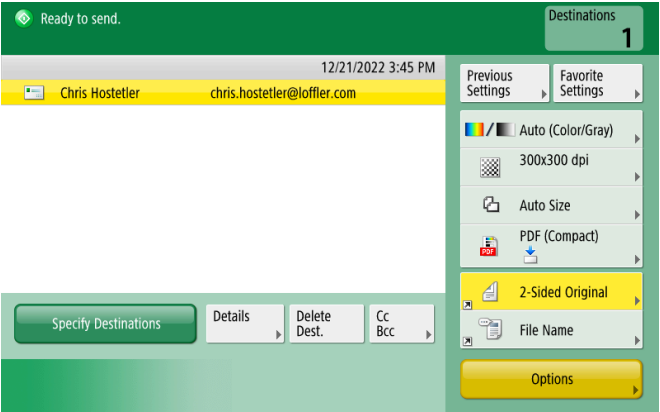
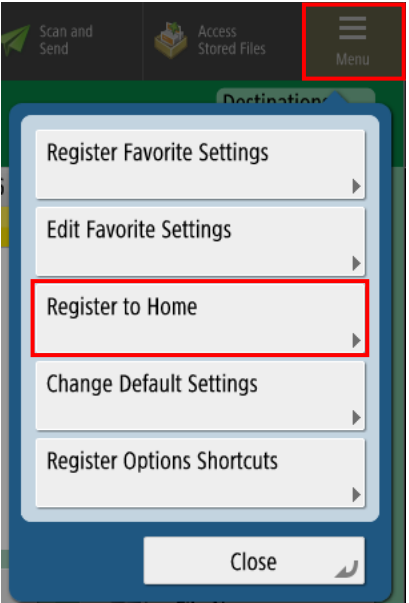


Canon ImageRUNNER Advance DX: Creating a Shortcut on the Home Screen

This guide will go over how to register a Shortcut or Favorite to the Home Screen.

<p>1. Select the Application icon Example: Scan & Send</p>	
<p>2. Select Settings Example: Select Destination, 2-Sided, Color, PDF Compact, Skip Blank Pages</p>	
<p>3. Select the Menu button in upper right-hand corner 4. Select Register to Home</p>	

<p>5. Confirmation screens will pop up, hit Next</p>	
<p>6. Turn both selections to Off and hit Next</p>	
<p>7. Name the Shortcut and write a short Comment, if desired</p> <ul style="list-style-type: none"> • Personal selection will make this only available on personal accounts • Shared will make this available on all accounts <p>Note: The Personal selection is only available if Department ID's are activated or if there's another software being used</p>	
<p>8. Click OK</p>	
<p>9. The Shortcut is now available on the Home Screen and a Button</p>	