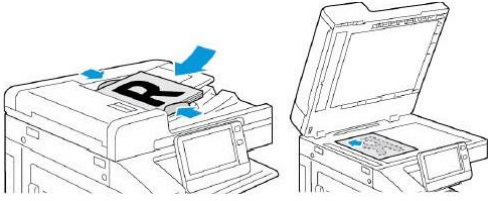



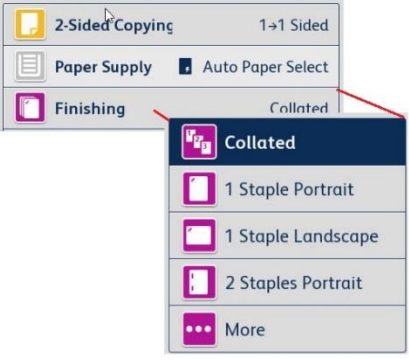



**Xerox Altalink: Basic Copy**

<p>1. Load the originals onto the document glass or into the automatic document feeder.</p>	
<p>2. Select the <b>Home</b> button on the right side of panel.</p>	
<p>3. Select the <b>Copy</b> icon.</p>	
<p>4. Enter the number of copies needed.</p>	
<p>5. Select any necessary finishing features. i.e. 2-Sided, Paper Supply, Finishing, staples, etc.</p>	
<p>Notice there are additional features under the <b>Additional Features</b> button.</p>	
<p>6. Press <b>Start</b>.</p>	