

Xerox® Auto Copy App

QUICK START

Quick Start Guide for use with Xerox® Auto Copy

DESCRIPTION

Xerox® Auto Copy is a Xerox Gallery App that helps you be more productive by automatically producing copies when you place your original documents in the document handler.

Simply configure the Xerox® Auto Copy App to be your default screen when originals are loaded into the document feeder and get ready to start making copies.

Authenticated users may customize copy setting defaults and save these for future repeated use.

The app is available free of charge and is applicable to Xerox® AltaLink® and WorkCentre® i-Series models.

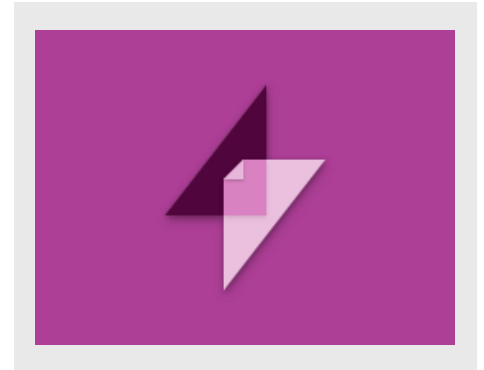
Device Requirements

All devices require the following:

- Xerox Extensible Interface Platform® (EIP) must be enabled to allow the app to be installed.
- Devices must be a Xerox® AltaLink® or WorkCentre® i-Series model.
- Xerox® ConnectKey® App Installation (Weblet Install Policy) must be enabled to allow installation of the App.
- Ensure the device can communicate with the Internet.

For more information on the settings above, refer to the Xerox App Gallery Online Support at:

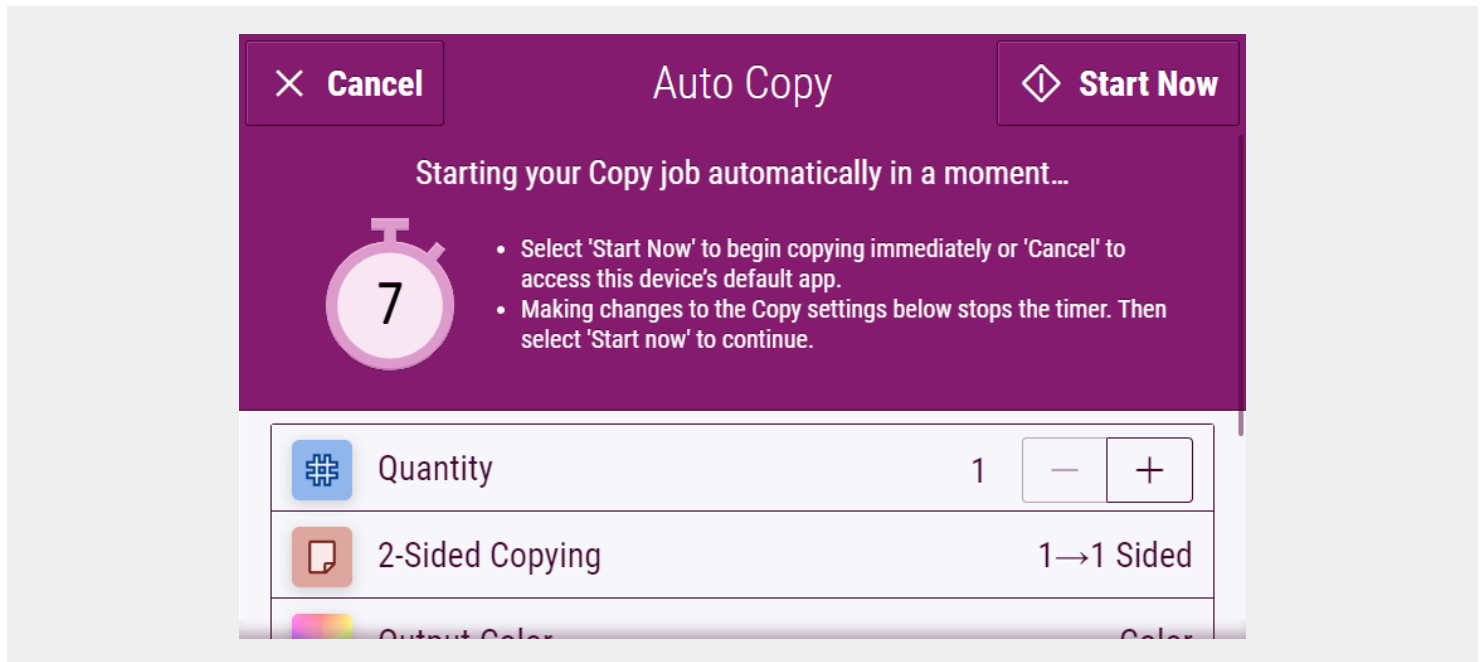
<https://www.support.xerox.com/support/xerox-app-gallery/documentation/enus.html>



INSTALLING XEROX® AUTO COPY

The following procedure assumes you have created a Xerox App Gallery account. If you do not have access to a Xerox App Gallery account, refer to the Xerox App Gallery Quick Start Guide for instructions on creating an account.

1. Go to the Xerox App Gallery URL: <https://www.xerox.com/appgallery>
2. Select **Log In**.
3. Enter a valid Email and Password.
4. On the devices tab, add a Multifunction Printer or Printer, if necessary.
5. On the All Apps tab, select the desired app.
6. Select the **Install** button.



INITIAL SETUP

To configure the App to execute when paper is inserted into the document feeder:

1. **Log In** to the Embedded Web Server.
2. Select **Properties > General Setup > Entry Screen Defaults**.
3. Select **Auto Copy** as your **Default Screen when Originals are Detected**.

MAKING A COPY

1. Insert your original documents into the document feeder.
2. The App will initiate, and a 7-second countdown will begin before the copy starts.
3. Another original may be loaded into the document feeder to make another copy.
4. You can pause the countdown timer to make changes to the Copy settings. Selecting **Start Now** will start copying.

CUSTOMIZED DEFAULTS

You can save customized Copy defaults associated with your Log In username.

1. **Log In** with your user credentials or authenticate with your card.
2. Select the **Auto Copy** App.
3. Select your customized Copy settings.
4. Touch **Customize Defaults > Make Current Settings Default**.
5. **Reset** will restore the customized default Copy settings at any time.

CANCELLING COPY

If Auto Copy is configured to be your **Default Screen when Originals are Detected**, and you need to use another App, simply interrupt the countdown by selecting **Cancel**.

For more Apps visit www.xerox.com/appgallery