3 places you can scan to

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SITUATION:
I want options when I scan to myself from the Kyoceras.

SOLUTION:
You have options when you scan to yourself on a Kyocera:

[Email]	This button sends it to your email address
[Scan Home]	That button will put the scanned item into your H:Drive into a folder called "**Scans**". • (If you don't already have a **Scans** folder, it's automatically created for you.) • This is slightly more reliable than the Email option because it's a shorter path for the file to take, thus less chance for failure along the way. • Also, size limitations aren't usually a problem with this, as they can be for Email.
Scan to Thumb Drive	A 3rd option is that you can scan to a thumb drive. • This is not a simple "press of a button" process, but it can be a good choice if you have a giant document or lots to scan and want to confirm success while still standing at the Kyocera. • The steps for this aren't listed on the instructions taped to each Kyocera, but I (Lisa) have instructions for that that I can email you if ever needed.

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