




# HP LaserJet Enterprise flow MFP M525



## Add contacts to the address book from the product control panel


If you are signed in to the product, contacts that you add to the address book will not be visible to other people who use the product.

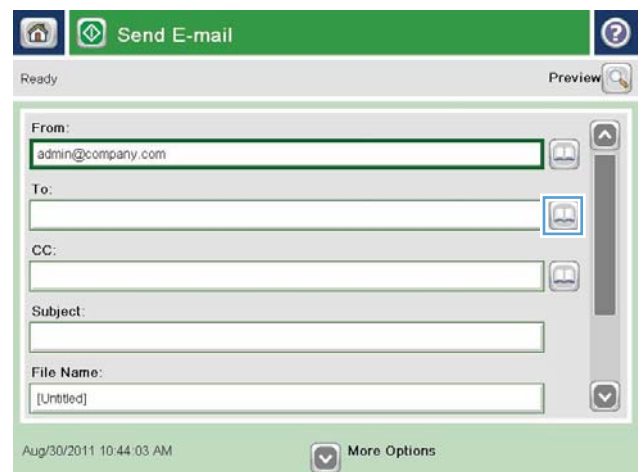
If you are not signed in to the product, contacts that you add to the address book will be visible to all people who use the product.


 **NOTE:** You can also use the HP Embedded Web Server (EWS) to create and manage the address book.

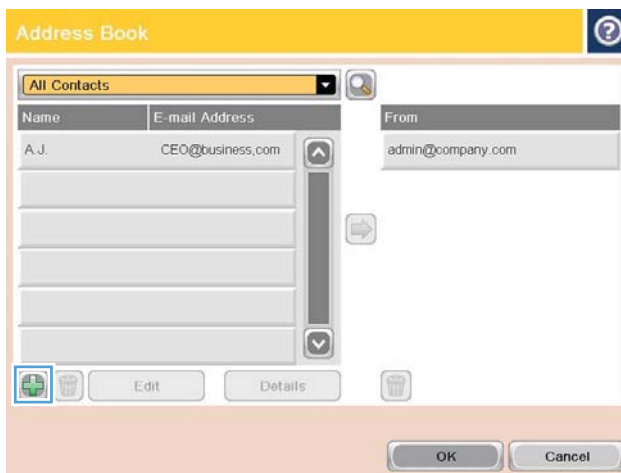
1. From the Home screen on the product control panel, touch the **E-mail** button.

**NOTE:** If prompted, enter your user name and password.

2. Touch the Address Book  button that is next to the **To:** field to open the **Address Book** screen.



3. Touch the Add  button that is in the lower left corner of the screen.



4. In the **Name** field, enter the name of the contact.

**NOTE:** Use the physical keyboard or the virtual keyboard to enter characters.



5. From the menu list, select the **E-mail Address** option, and then enter the contact's email address.

Touch the **OK** button to add the contact to the list.

