

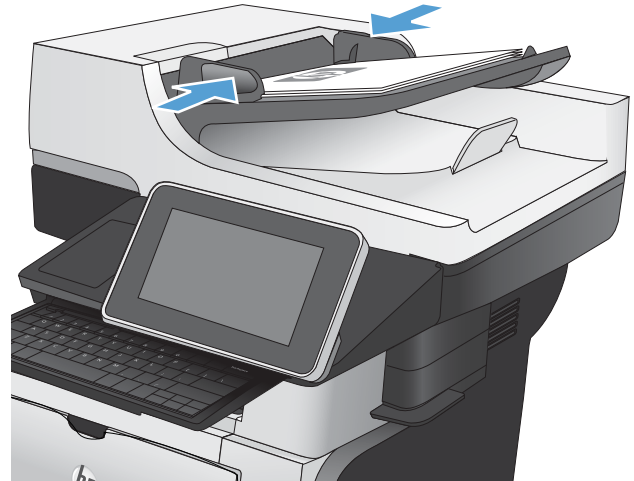


HP LaserJet Enterprise flow MFP M525



Send a document to email by using the address book


1. Place the document face-down on the scanner glass, or place it face-up in the document feeder and adjust the paper guides to fit the size of the document.

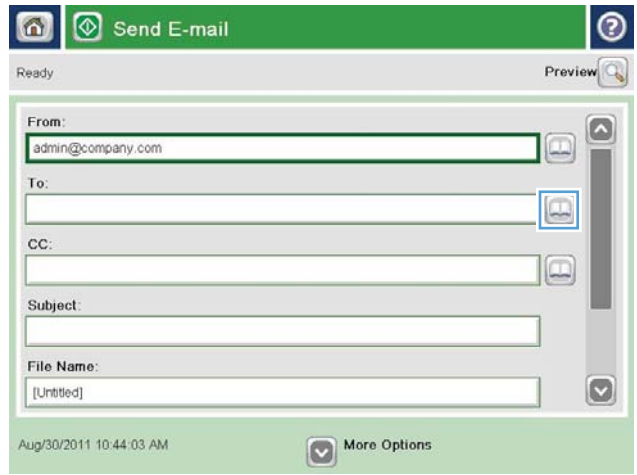


2. From the Home screen on the product control panel, touch the **E-mail** button.

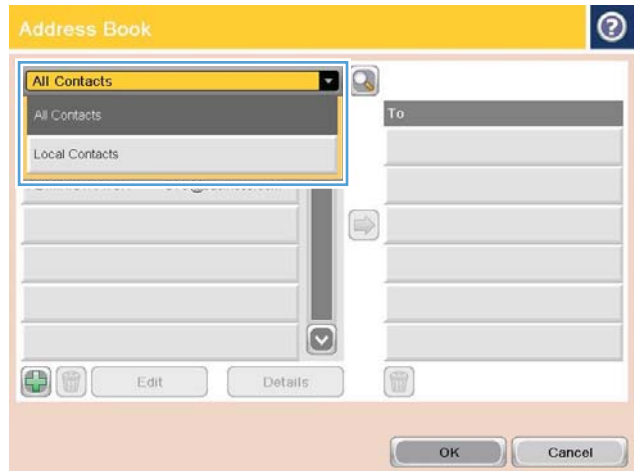
NOTE: If prompted, enter your user name and password.



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

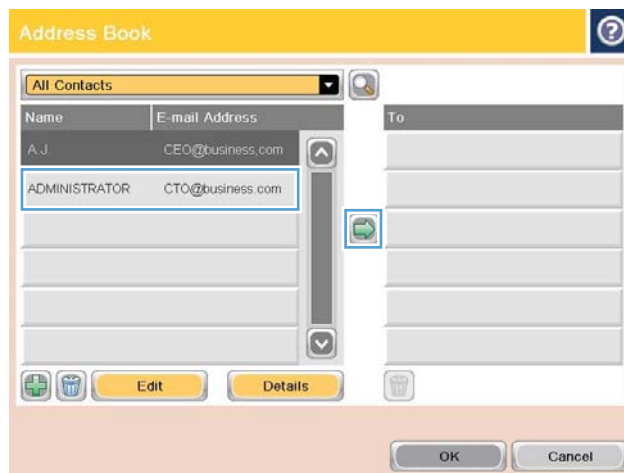


4. From the drop-down list, select the address book view that you want to use.



5. Select a name from the list of contacts, and then touch the right arrow button to add the name to the recipients list.

Repeat this step for each recipient, and then touch the **OK** button.



6. Touch the Start button to begin sending.

NOTE: You can preview the image at any time by touching the **Preview** button in the upper-right corner of the screen. For more information about this feature, touch the **Help** button on the preview screen.

