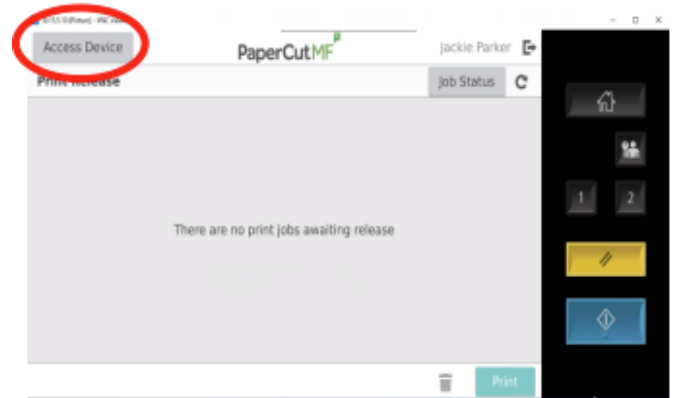


# How to Scan with Papercut

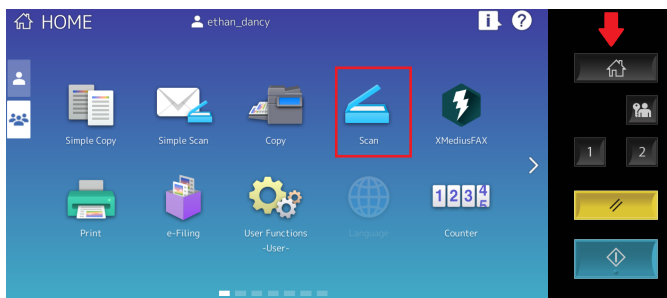
Step 1: Enter your PaperCut ID# (Timekeeper #)



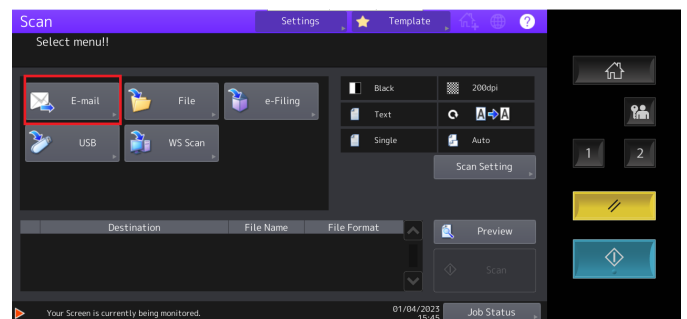
Step 2: Click Access Device.



Step 3. Click the Home button on the Right and then find scan



Step 4. Click Email



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