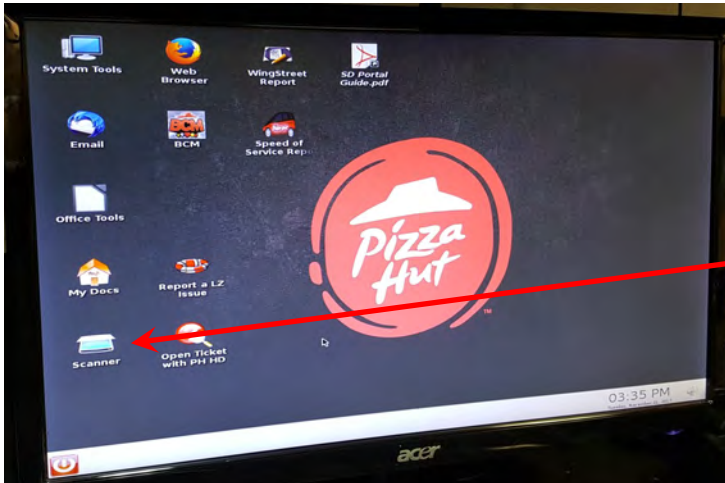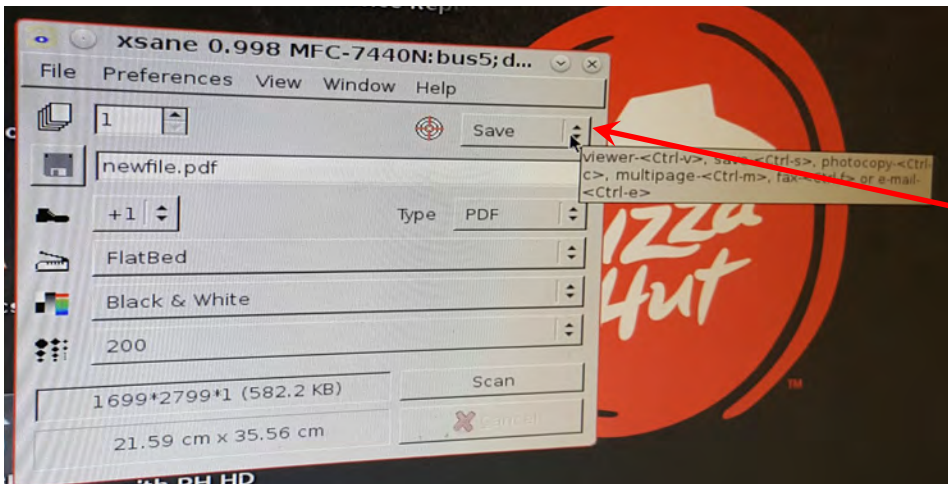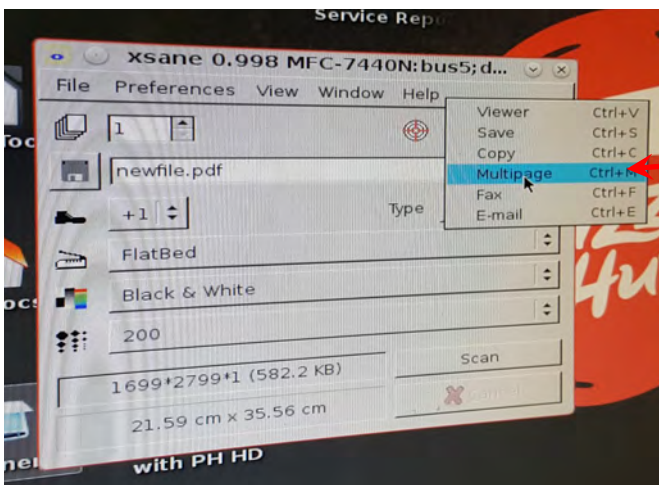# MultiPage Scan

Open FMS Office Apps
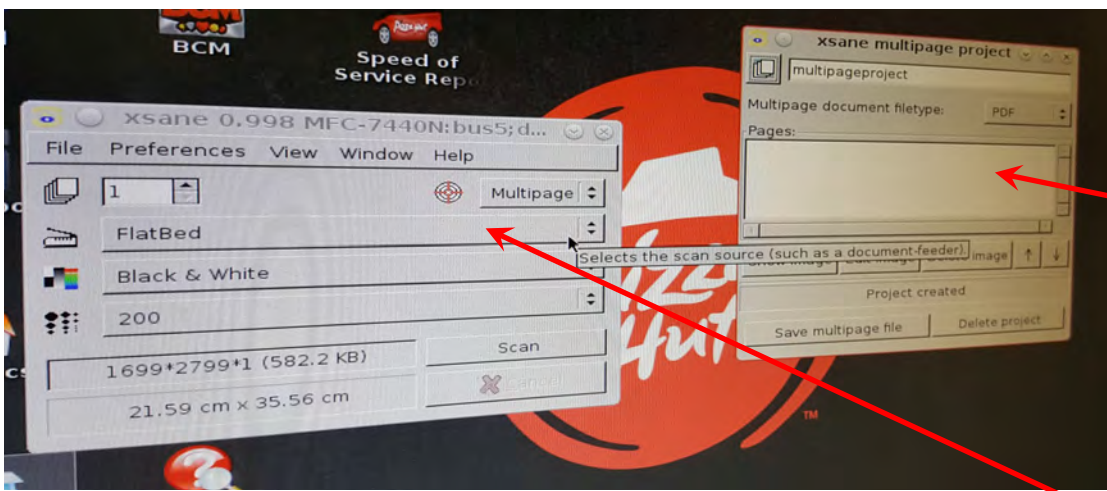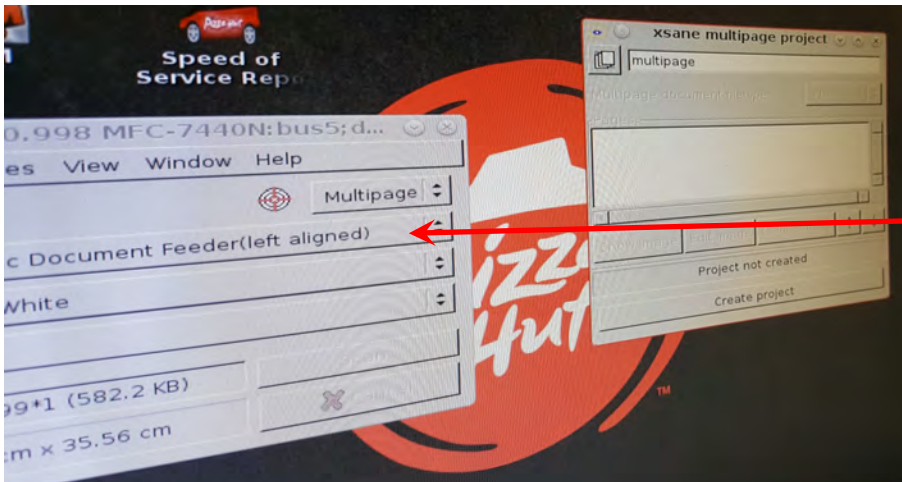
Click Scanner

Click the Drop Down Box labeled as "Save"
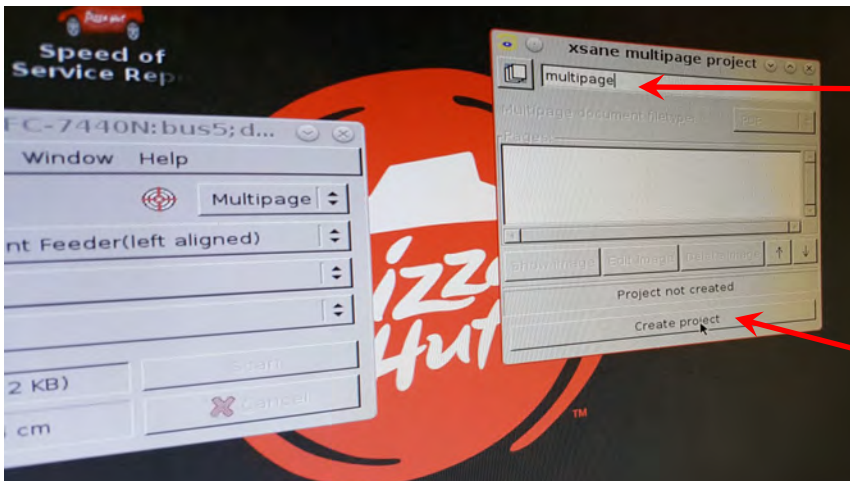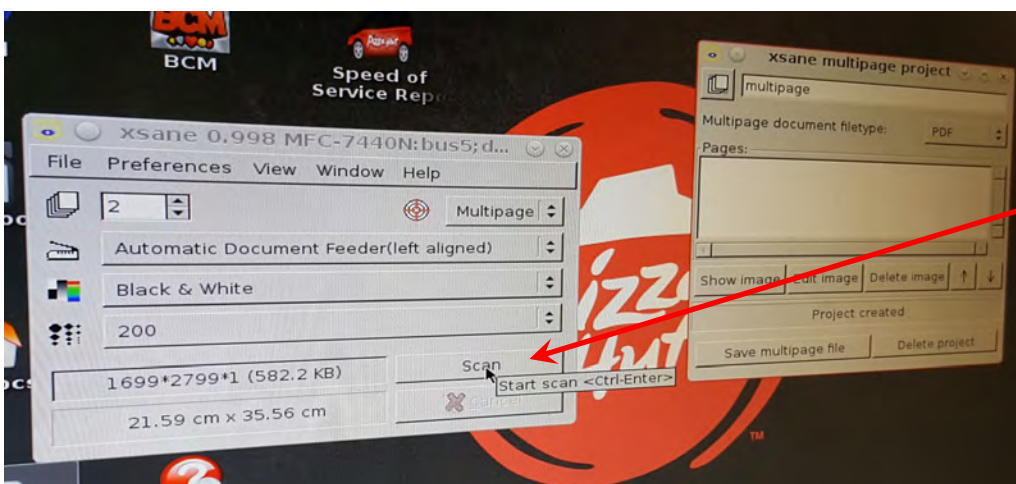

Choose Multipage

A new Window Opens.

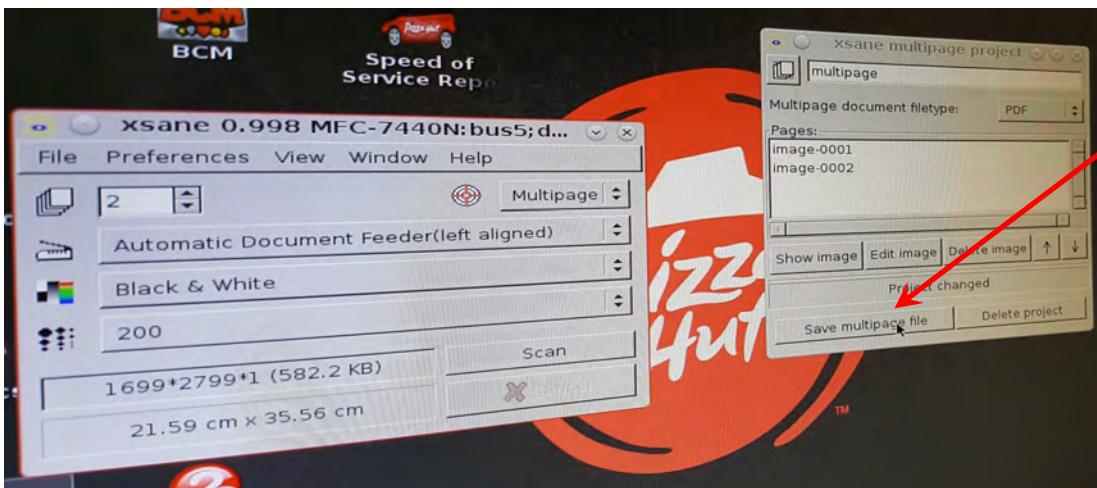Click "FlatBed" and change to Document Feeder
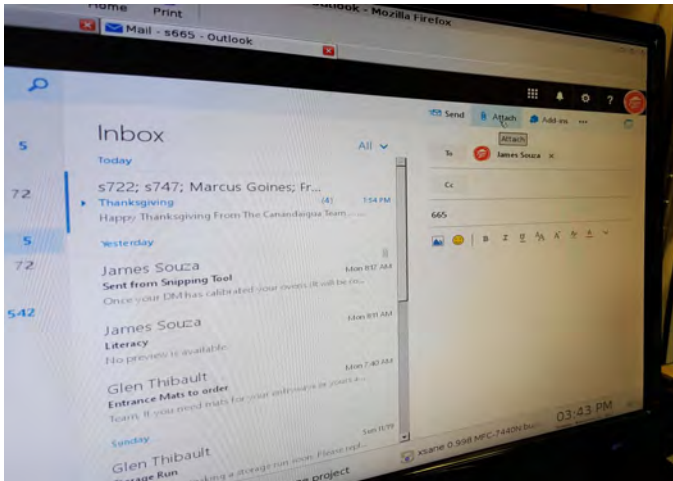
Give Your Multipage PDF a name.
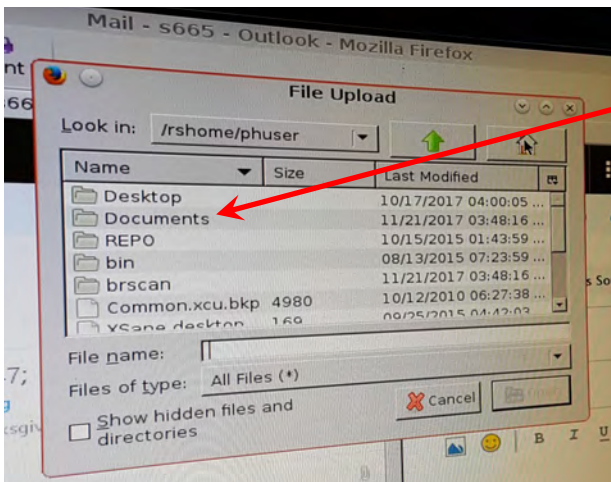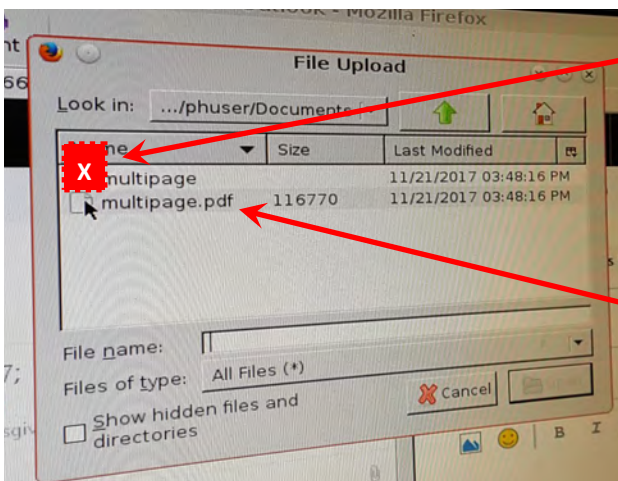
Click Create Project

Click "Scan"

Click "Save
multipage File"

Load The e-mail program

Navigate to Documents

STOP. *You have now create a
Folder with the name of your
document,* **Ignore it**.

Scroll down and Select the file
with the ".pdf"