

# How to set up scan to email.

First login as an admin and go to the email tab.  
Put in a bonafide email address and any name.

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## Email Setting

From Address	<input type="text" value="toshiba@tbspa.com"/>
From Name	<input type="text" value="Raleigh System"/>
File Format(Black)	<input type="text" value="PDF(Multi)"/>
File Format(Color)	<input type="text" value="PDF(Multi)"/>
Number of Retry	<input type="text" value="3"/>
Retry interval	<input type="text" value="1"/> Minutes
Fragment Message Size	<input type="text" value="No Fragmentation"/>
Default Body Strings	<input type="text"/>

Then go to the network tab and put in the SMTP server address. (Remember if you use a domain name and not an IP address you will have to configure DNS (see below) if your SMTP server requires authentication, you will have to put on user name and password. Also login type. (Generally login)

Device <http://10.160.30.49:8080> - SMTP Client - Microsoft Internet Explorer

## SMTP Client

OK Cancel      Selecting 'Save' in the Main Window is required to Save the new

Enable SMTP Client

Enable SSL

SSL/TLS

SMTP Server Address

POP Before SMTP

Authentication

Login Name

Password

Maximum Email / InternetFax Size  MB

Port Number

Save

SMTP Client

- Enable SMTP Client
- Enable SSL
- SSL/TLS
- SMTP Server Address
- POP Before SMTP
- Authentication
- Login Name
- Maximum Email / InternetFax Size
- Port Number

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DNS setup.

## DNS Session

OK Cancel      Selecting 'Save' in the Main Window is required to Save the new settings.

Enable DNS

Primary DNS Server Address

Secondary DNS Server Address

Primary DNS Server Address(IPv6)

Secondary DNS Server Address(IPv6)