

## Print Counter List (User Authentication)

## **Print the Counter List**

- 1. Press [Utility/Counter]
- 2. Touch [Administrator Setting]
- 3. Enter the administrator password (Default is 12345678) and touch [OK]
- 4. Touch [User Authentication/Account Track]
- 5. Touch [Print Counter List]
- 6. Select your desired tray, and press the [Start] button
- 7. After the list has printed out, press the yellow [Reset] button

## **Reset the Counters**

- 1. Press [Utility/Counter]
- 2. Touch [Administrator Setting]
- 3. Enter the administrator password (Default is 12345678) and touch [OK]
- 4. Touch [User Authentication/Account Track]
- 5. Touch [Account Track Settings]
- 6. Touch [Account Track Counter]
- 7. To Reset All Counters: Touch [Reset All Counters]
- 8. To Reset individual counters:
  - a. Select the username
  - b. Touch [Counter Details]
  - c. Touch [Clear Counter]