## **BASIC USER FEATURES**

## **HOW TO RENAME FILENAME AND SUBJECT DOCUMENT SCAN**

**SCAN FEATURES FUNCTIONS** 

(RENAME FILENAME DOCUMENTS BEFORE SENDING)



- 1. To change filename of document, you can insert manually before sending.
- 2. SUBJECT name is email subject title.
- 3. File Name is document scanned filename. By default, filename will automatically set by System Settings.

Unique solution ID: #1015

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Last update: 2024-09-09 04:05