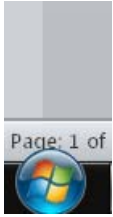


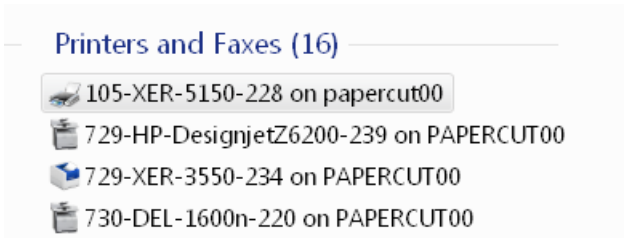
Adding your Accounting Code to Xerox devices for printing

Step 1



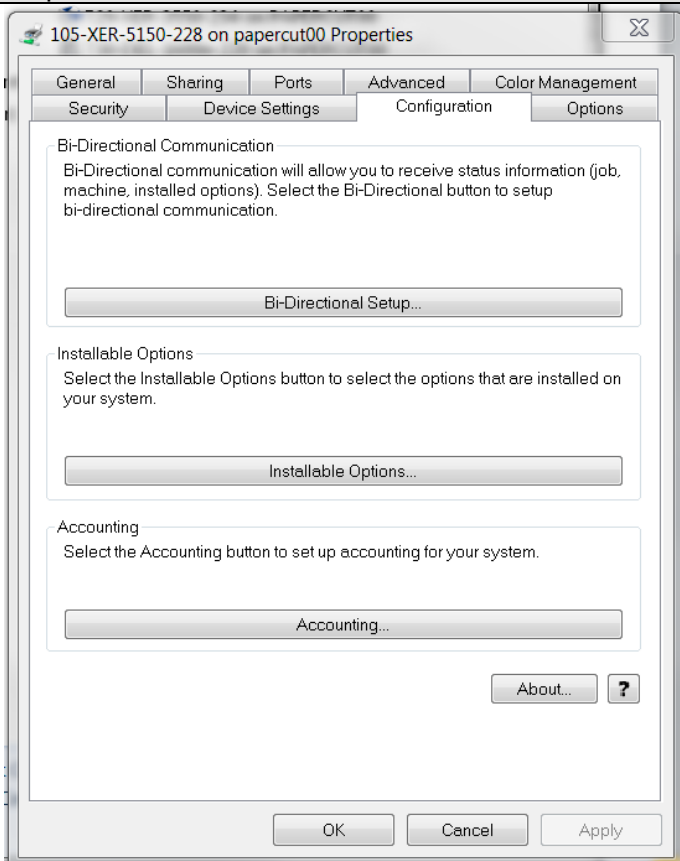
Click on the start button in the lower left corner of your screen - select Devices and Printers

Step 2



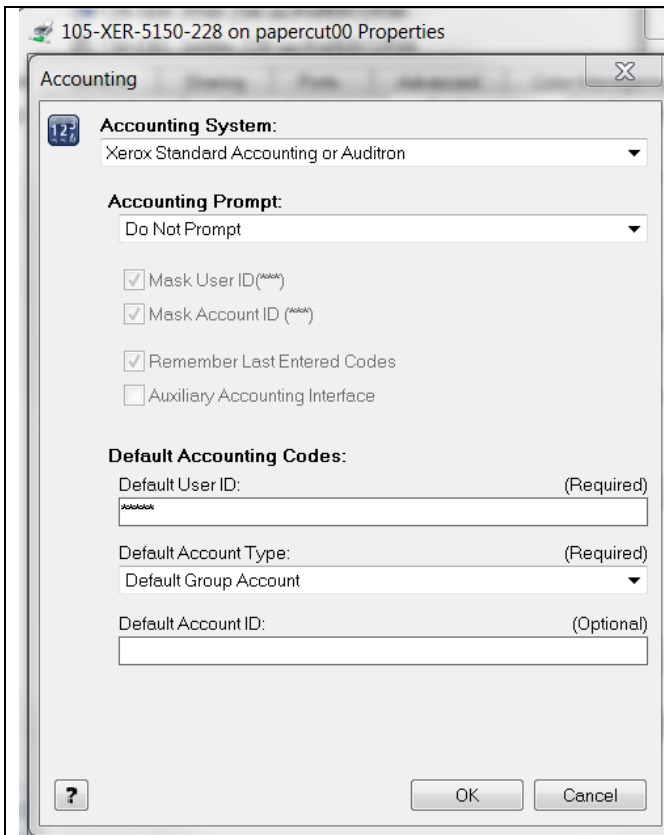
Right click on your printer - select printer properties and the configuration tab

Step 3



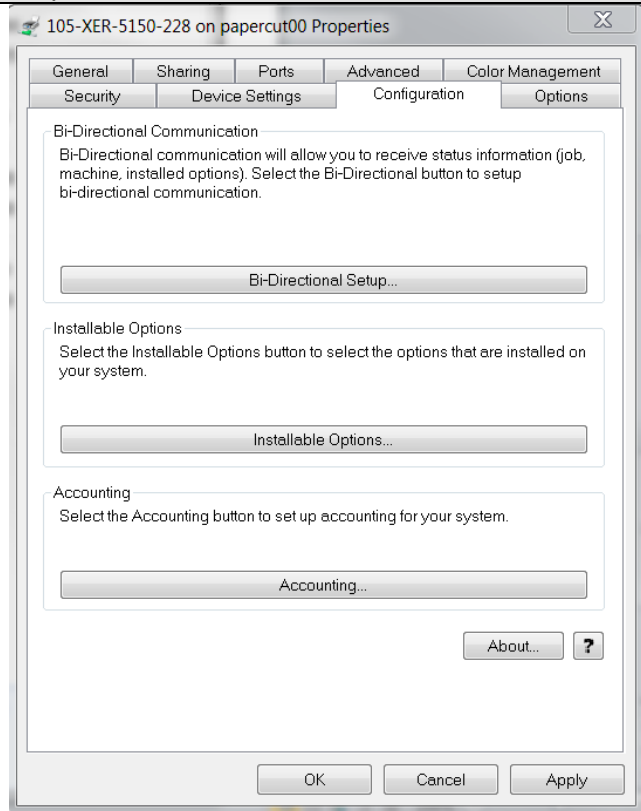
Select the Accounting button

Step 4



Select Xerox Standard Accounting or Auditron in the drop down and then enter your Default User ID - then select OK

Step 5



Select Apply and then OK

Step 6

END