## Submit to Imaging

▲ Three Weeks Ago
Meagan Pfahler JE Holidays - 2018 10/13/2017 TO: ALL EMPLOYEES
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Zoom Submit to Zoom DocuPhase
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Auto-hide Ribbon Hide the Ribbon. Click at the top of the application to show it.
Show Tabs Show Ribbon tabs only. Click a tab to show the commands.
Show Tabs and Commands Show Ribbon tabs and commands all the time.
Internet Explorer
Do you want to allow this website to open a program on your computer? Program: Address: scandox-RemoveFiles=true&=f=CAUsers Vaveem:VappDataLocalNemp ZAlways ask before opening this type of address Allow Cancel
Allowing web content to open a program can be useful, but it can potentially harm your computer. Do not allow it unless you trust the source of the content. <u>What's the risk?</u>
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Submit

- Double click on the email you want to send to iSynergy
- Click "Submit to ScanDox" in the upper right corner
- If you don't see the submit button,
  - Click the Square with the up arrow
  - Click "Show Tabs and Commands"
- Click Allow if you get the prompt
- Fill in the boxes with the red \*
- Press Ctrl+L keys to auto fill the other boxes
- Click submit in the lower right corner