

Last Update: 2025 Jun

User Guide for Copy

1. Operate on the console next to the Multi-Function Photocopiers (MFP).



2. Select "Scan / Copy" on the console. FUJ:FILM 了心理通





3. Select "Octopus".



4. Insert Octopus Card and tap "Continue".



5. Go to Multi-Function Photocopiers (MFP) Home screen and select "Copy".





6. Select Copy features if necessary, then tap "Start".

Сору	Reset
Quantity 1	
Black & White	
Q ^{2 Sided} 1→1 Sided	
Auto Select	
Reduce/Enlarge 100%	1 Setis)
Pages per Side Off	Start

7. After copying, go back to the console to view the page count. Tap "Finish". You are logged as 你已登入為 12345678

FUJIFILM	Oct	\達通∂ opus		Kou are logged as Login Time 登入時間	72343678 2025/05/19 11:21:47
	C 景	opy 《印		Scan 掃描	Quota N/A 配額 N/A Octopus \$99.9
Charge pe <mark>r</mark> page 每頁收費				Charge per page 每頁收費 \$0.0	Autopay 自動增值 \$250.0
A4	\$0.1 x 0	\$0.1 x 0	Printed 已列印	No. of Documents	Printed 已列印 \$0.0
•	\$0.1 x 2	\$0.1 x 0	Z Total Charge	已掃描文件	Copied \$0.0 已影印 +\$0.2
non-A4	\$0.1 x 0	\$0.1 x 0	總收費 \$0.2	已掃描頁數	已掃描 Charge 60.0
Rob-A4	\$0.1 x 0	\$0.1 x 0		Ŧ	收費 \$0.0 Available Balance
		Fii F	nish 記成	*	叫用船隊 \$349.9



8. The total charge is displayed. Tap "Complete and Logout".



9. Tap "Print Receipt" if necessary, then tap "Confirm".

FIIIFIIM A 八達通6		You are logged as 你已	登入為 12345678
Octop	bus	Login Time 登入時間 202	5/06/06 10:26:21
	Payment Method 付款方法		Quota N/A 配額
	Total Charge 總收費 \$0.2	1	Octopus 八達通 \$100.0
			Autopay 自動增值 ^{\$250.0}
	✓ 使用八達通付款		Printed 已列印 \$0.2
			Copied 已影印 \$0.0
	Print Receipt)	Scanned 已掃描 \$0.0
		· .	Charge 收費 \$0.2
1 3 3 3 3 1	Confirm 確定		Available Balance 可用結餘
	ще	Finish	\$349.8
		完成	

10. Get back Octopus Card. Tap "Confirm".





11. Finally tap "Finish".

Octopus	0	
Octopus Transacted 八達通交易	〇 〇 〇 Ctopus	Octopus Card No. 八達通卡號碼
Amount 收費	\$0.2	12345678
		Octopus Device No. 八達通閱讀器機號
Balance 餘額	\$99.7	1
		Transaction Date / Time 交易日期 / 時間
Last Add Value by AAVS on 2017-10-27 上一次於 2017-10-27 自動增值		2025/05/19 11:24:02
		Receipt No. 收據號碼
		6B71
		Print Console 控制台
		Console01
The chargeable amount is rounded to the closest 10 cents for the limitation o 죄為"八達通"卡的限制,收費金額將四拾五入至1毫	on Octopus Card	Finish 完成