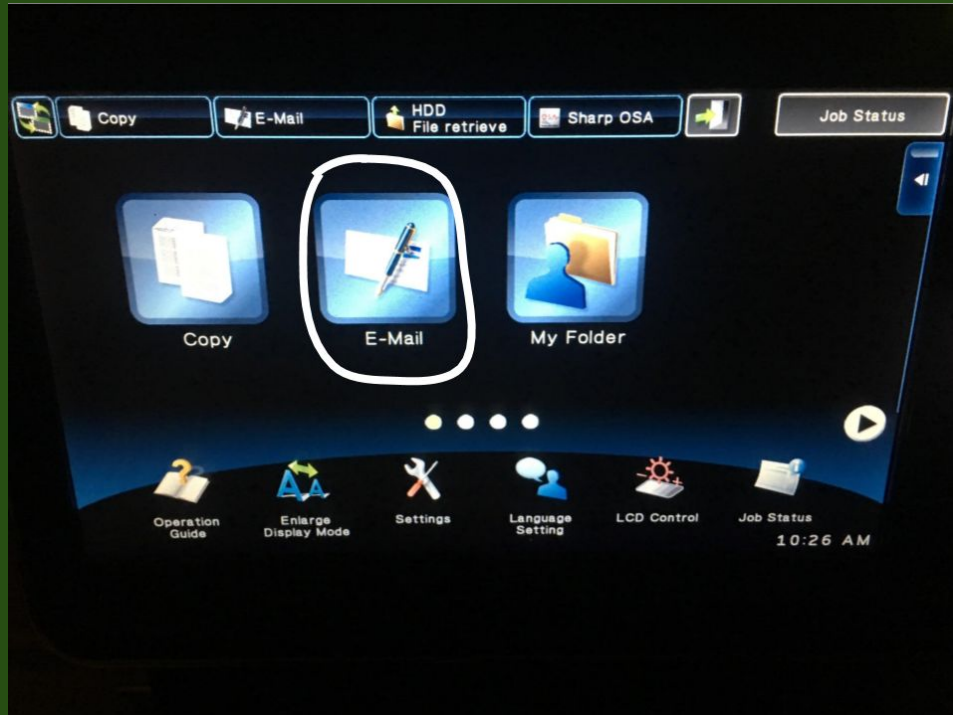


Good morning Livingston ISD!

Our new sharp copiers are capable of scanning a document and emailing it to you so that you can put it in your google drive, or add it to classroom!

To do this, simply place the document in your scanner, as you would any normal document, and then sign into the copier using your code. Then you will select the email option.



From here, you will need the keyboard, which is located underneath the screen. Simply reach under and pull it so that you can type on it. Please be gentle!

