	Concernsion Concernsion Concernsion A Xetas Concerns C ● 10.22 Apps ● Support - 3	Ada × .5.204/addressbook/vie Zeno Solut 🗋 ADP Tim	XE dress Bo wContact.php?contactIc eSaver 9 YouTube 1	ROX ok Man 1=52&selectedLink= X ConnectKey Tech	agemei	nt  ⊔	Cother bookmarks	
	Xerox <sup>®</sup> AltaLink <sup>™</sup> C8035							
	Home	Jobs	Print	EE ★ Scan	Address Book	<b>و او ا</b> Properties	Support	
	1Add	2 Edit		3Delete		7 Management Management		
	Address Book	Α				Security: User Permiss	ions	
	All Contacts	21 Abig	ail Inyang 🛛 🔶			Import From File Export		
	🗙 All Favorites 4	16 Amr	/I Jenkins 🔶			Download Sample		
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	Contacts	1 J	<b>X</b>	•				
	Favorites	° <b>54</b> .	Move Up / Down 6	Â+				
1. 2. 3.	<ul> <li>Open Internet Explorer &gt; in Address Field Type IP Address &gt; press Enter. Now in Centreware Internet Services.</li> <li>Click Address Book Tab.</li> <li>To Add a New Contact &gt; click Add (1), &gt; type the Contact Name in the *Display Name field ONLY.</li> </ul>							
4.	For Email: Go down to Email field & type the email address > (click the Add E-mail Favorite Star button. appear in the Favorites Screen).							
5.	For FAX: Go down to Fax field and enter the Fax number > (click the Add Fax Favorite Star button Add Fax Favorite Star button Favorite							
6.	To Delete (2) a Contact > Highlight the Contact > click Delete button.							
7.	To Edit (3) a Contact > Highlight the Contact > click Edit and make changes > Scroll to the bottom > press Save button.							
8.	Scroll down and select Save and Add Another.							
9.	Follow these steps to make any other changes or additions.							
10	New Click 🛨 All Favorit							
1U.	vow circk commentations (4) > to move up / Down (5) a particular contact or Alphabetize (6) the entire List.							
11.	I O Export the Address Book: > click Management (/) > click Export > tollow the prompts > select a location to save file to > OK							
12.	To Import the Address Book: > click Management (7) > click Import From File > follow the prompts > Browse & select location where file							
	save to > Insure to check ** Replace existing Device Address Book with the new contacts. > click OK.							
13.	Close the Internet Explore	er.						