

# XEROX VersaLink

## Editing the Scan to Email “From: email address”

1. In the **Embedded Web Server** > log in as **admin**.
2. Click **Apps** [left pane].
3. Click **Email** [right pane].
4. Under **SMTP** Heading > click **Setup**.
5. In the **Device Email** field > **Enter the desired email**.
6. Click **OK** [bottom of screen].
7. Once finished > click **Admin** > click **Log Out**.

