

# Quick Guide to FUJIFILM MFP Copying

## 1. On FUJIFILM printer SmartPay terminal

① Press **Copy** button for copying service.

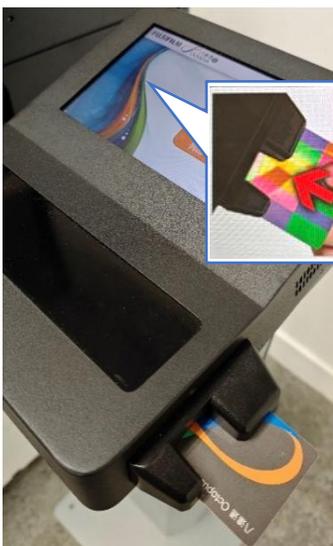


## 2. Choose payment method



### Octopus payment

① Press **Use Octopus**



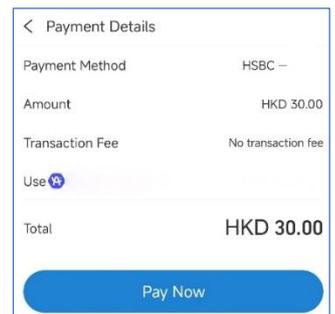
② Insert Octopus Card & press **Confirm**.

### Alipay HK payment

① Press **AlipayHK**

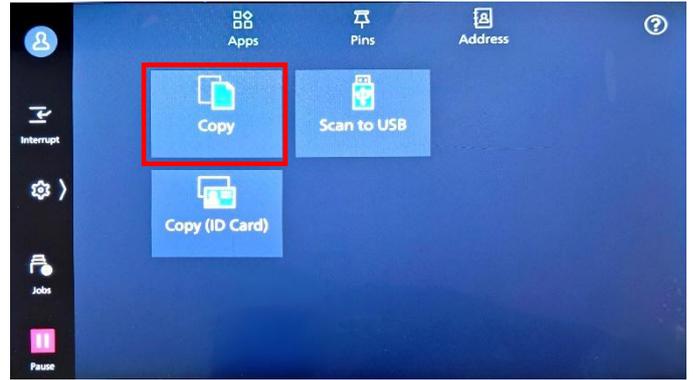


② Open AlipayHK app to scan the QR code appears on the terminal & pay a fixed amount deposit of HK\$30. (Printing charge will be deducted from the deposit.)



### 3. Copying

① Press **Copy** on the Home screen of control panel.



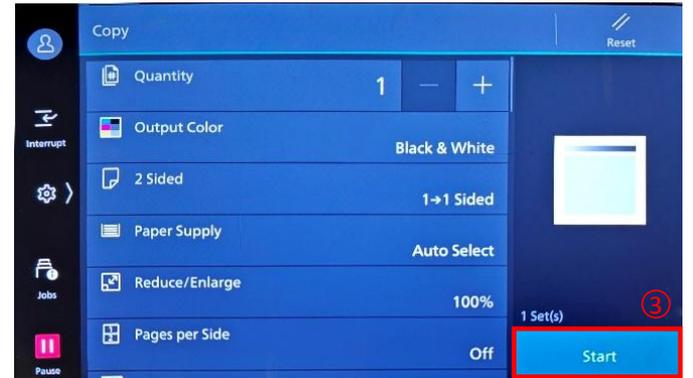
② Change copy features on the pop-up feature list **if needed**. For example:

[Quantity] – number of copies

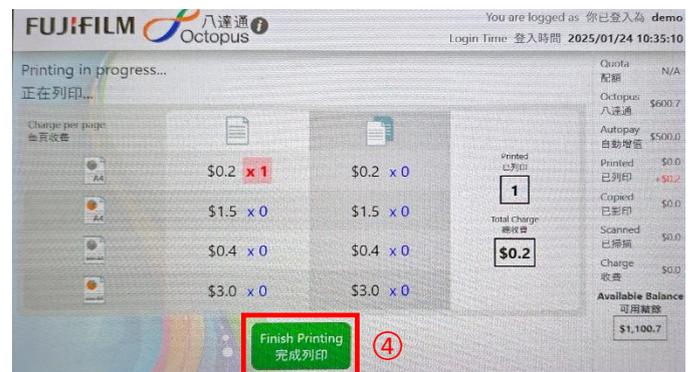
[Output Color] – Black & White / Color copy

[2 Sided] – 1 sided / 2 sided copy

③ Press **Start** to start copying.



④ When copying is finished, press

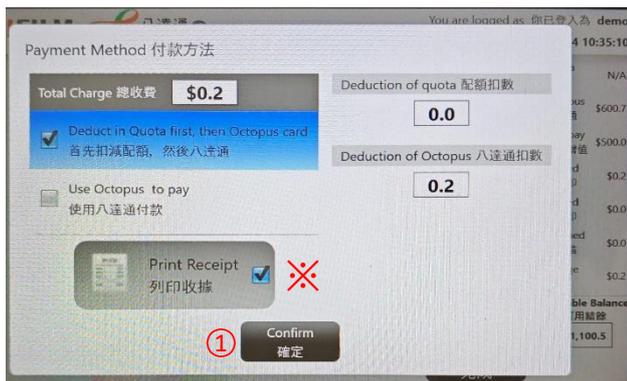


⑤ Remember to press **Complete and Logout** to complete the transaction & log out of the SmartPay terminal.



## 4. Complete payment (& optional receipt printing)

### Octopus payment



① Press **Confirm** to confirm payment.

✘ If receipt is need, check the Print Receipt checkbox.



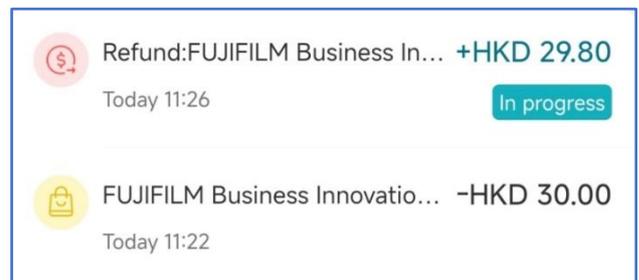
② Remember to get back your Octopus card.

### Alipay HK payment



① Press **Confirm** to confirm payment.

✘ If receipt is need, check the Print Receipt checkbox.



② Unused deposit will then be refunded to your AlipayHK account.



③ Collect receipt from the output tray if you have selected the Print Receipt option.