

Slide 1

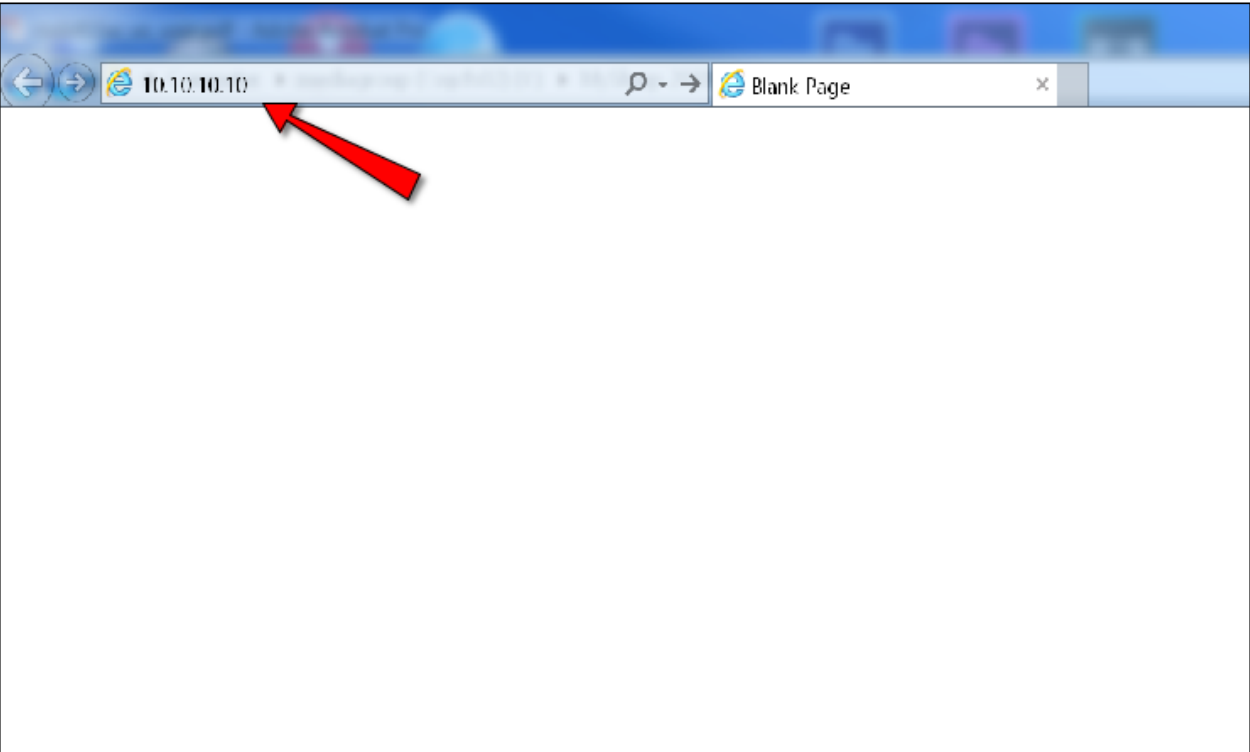
Configuring Automatic Deletion.



The image shows two Sharp multifunction copiers, the MX-B376W and MX-B476W, in a modern office environment. The copiers are white with grey accents and feature large touchscreens. The background shows a blurred office scene with people working at desks. The Sharp logo and 'mv' trademark are visible in the top right corner.

MX-B376W
MX-B476W

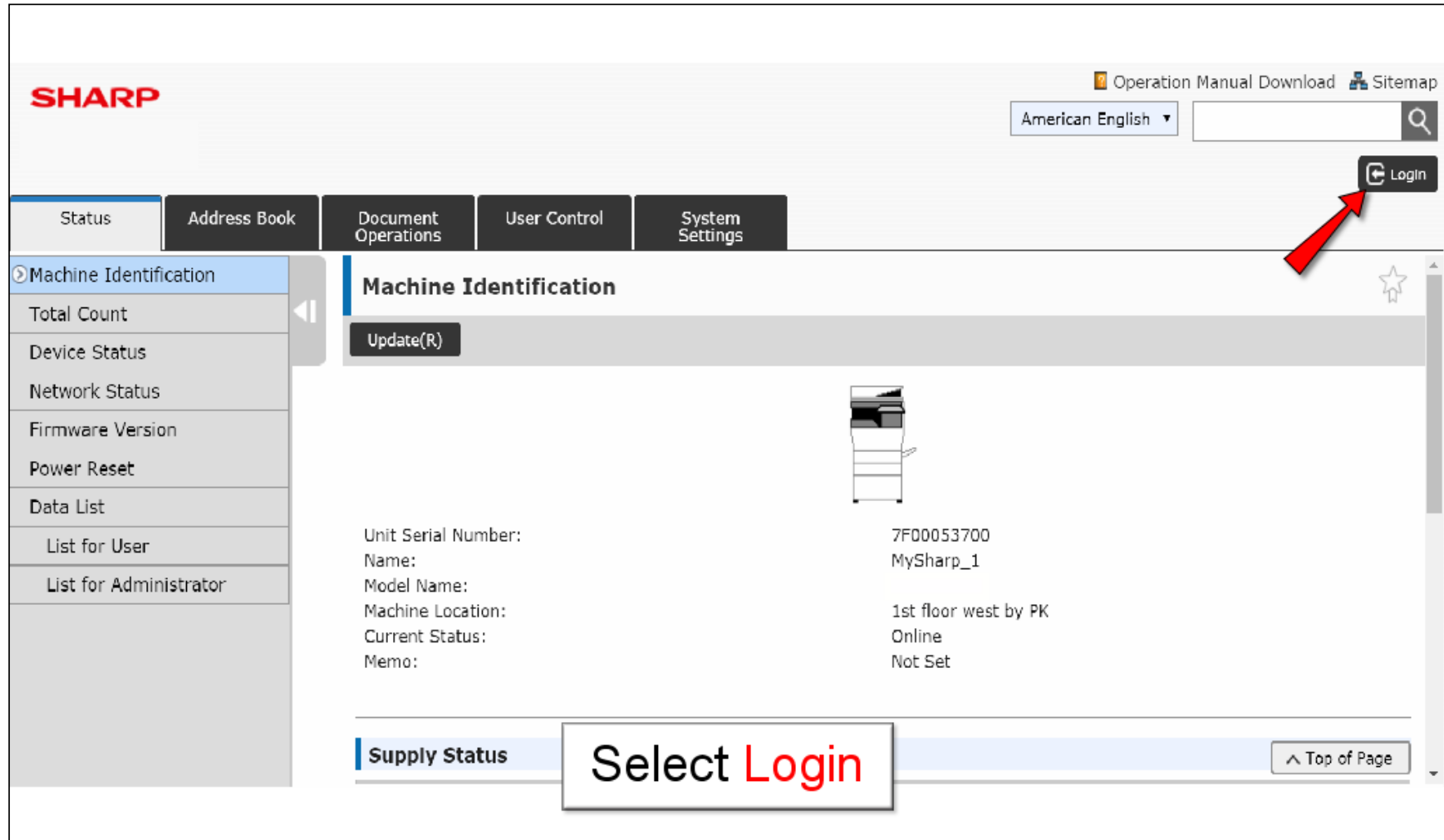
Slide 2



The screenshot shows a web browser window with a blue header bar. The address bar is highlighted, showing the text '10.10.10.10'. A red arrow points to the address bar. The page title is 'Blank Page'.

With your web browser open, enter the **TCP/IP Address** of the machine in the address bar. Press **Enter** on the computer **Keyboard**.

Slide 3



The screenshot displays the SHARP My Viewlet web interface. At the top, the SHARP logo is on the left, and links for "Operation Manual Download" and "Sitemap" are on the right. Below these is a language dropdown set to "American English" and a search bar. A navigation bar contains tabs for "Status", "Address Book", "Document Operations", "User Control", and "System Settings". The "Machine Identification" section is active, showing a left sidebar with options like "Total Count", "Device Status", "Network Status", "Firmware Version", "Power Reset", "Data List", "List for User", and "List for Administrator". The main content area displays machine details: Unit Serial Number (7F00053700), Name (MySharp_1), Model Name, Machine Location (1st floor west by PK), Current Status (Online), and Memo (Not Set). A red arrow points to a "Login" button in the top right corner. At the bottom, there is a "Supply Status" tab and a large "Select Login" button.

SHARP

Operation Manual Download Sitemap

American English

Login

Status Address Book Document Operations User Control System Settings

Machine Identification

Update(R)


Unit Serial Number: 7F00053700
Name: MySharp_1
Model Name:
Machine Location: 1st floor west by PK
Current Status: Online
Memo: Not Set

Supply Status

Select Login

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Slide 4

American English ▾

Login

Login(P)Cancel(C)

Authority:admin

Login Name:Administrator ▾

Password:.....(5-255digit)

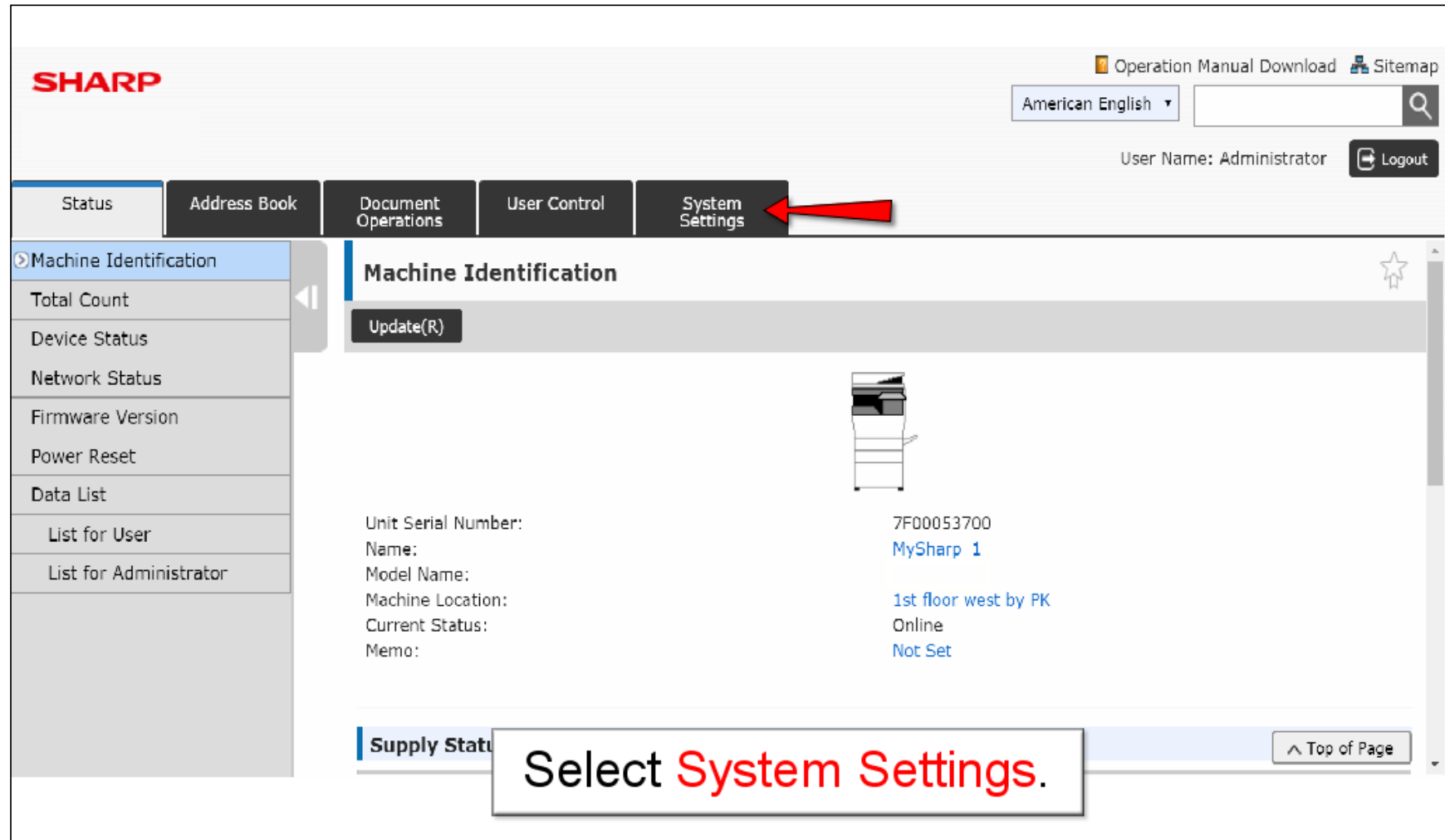
Please enter the User Authentication information. This message can be edited from System Settings.

Login(P)Cancel(C)

Enter the **Password**. Select **Login**.

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SHARP

Operation Manual Download Sitemap

American English

User Name: Administrator Logout

Status Address Book Document Operations User Control **System Settings**

Machine Identification

Update(R)

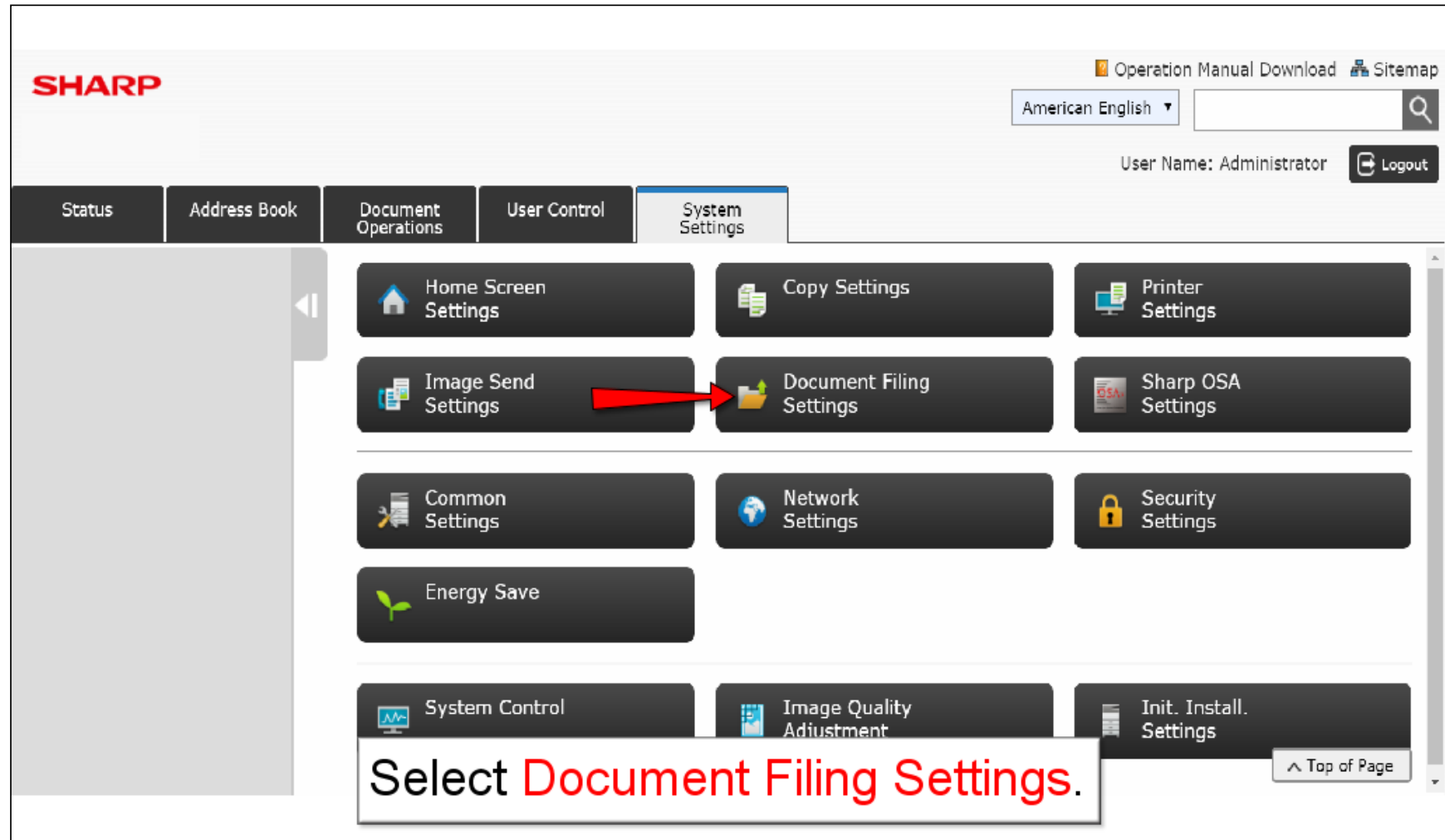
Unit Serial Number: 7F00053700
Name: MySharp 1
Model Name:
Machine Location: 1st floor west by PK
Current Status: Online
Memo: Not Set

Supply Status

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Select **System Settings**.

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SHARP

Operation Manual Download Sitemap

American English

User Name: Administrator Logout

Status Address Book Document Operations User Control **System Settings**

Home Screen Settings Copy Settings Printer Settings

Image Send Settings **Document Filing Settings** Sharp OSA Settings

Common Settings Network Settings Security Settings

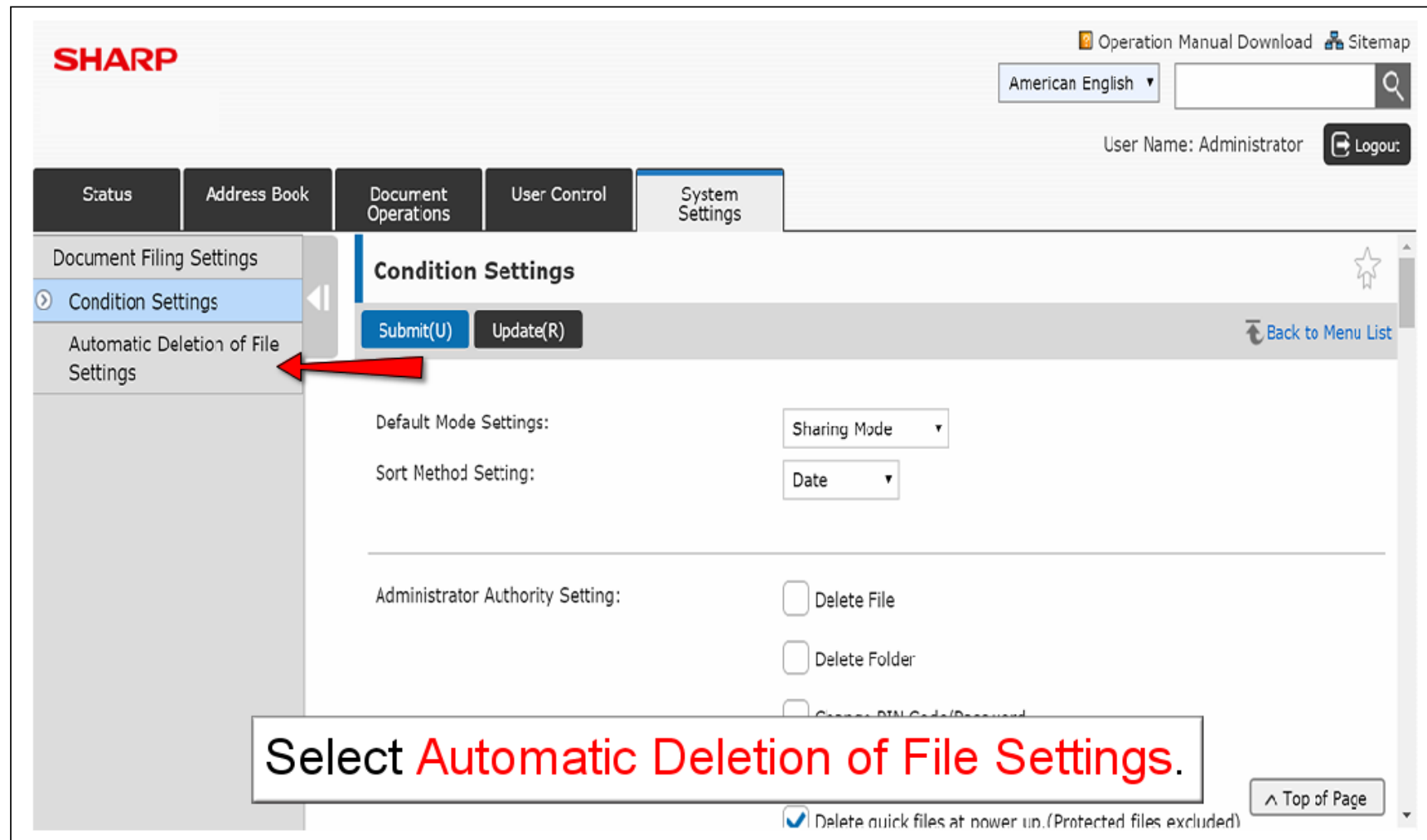
Energy Save

System Control Image Quality Adjustment Init. Install. Settings

Select **Document Filing Settings.**

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Slide 7



SHARP

Operation Manual Download Sitemap

American English

User Name: Administrator Logour

Status Address Book Document Operations User Control System Settings

Document Filing Settings

Condition Settings

Automatic Deletion of File Settings

Submit(U) Update(R)

Back to Menu List

Default Mode Settings: Sharing Mode

Sort Method Setting: Date

Administrator Authority Setting:

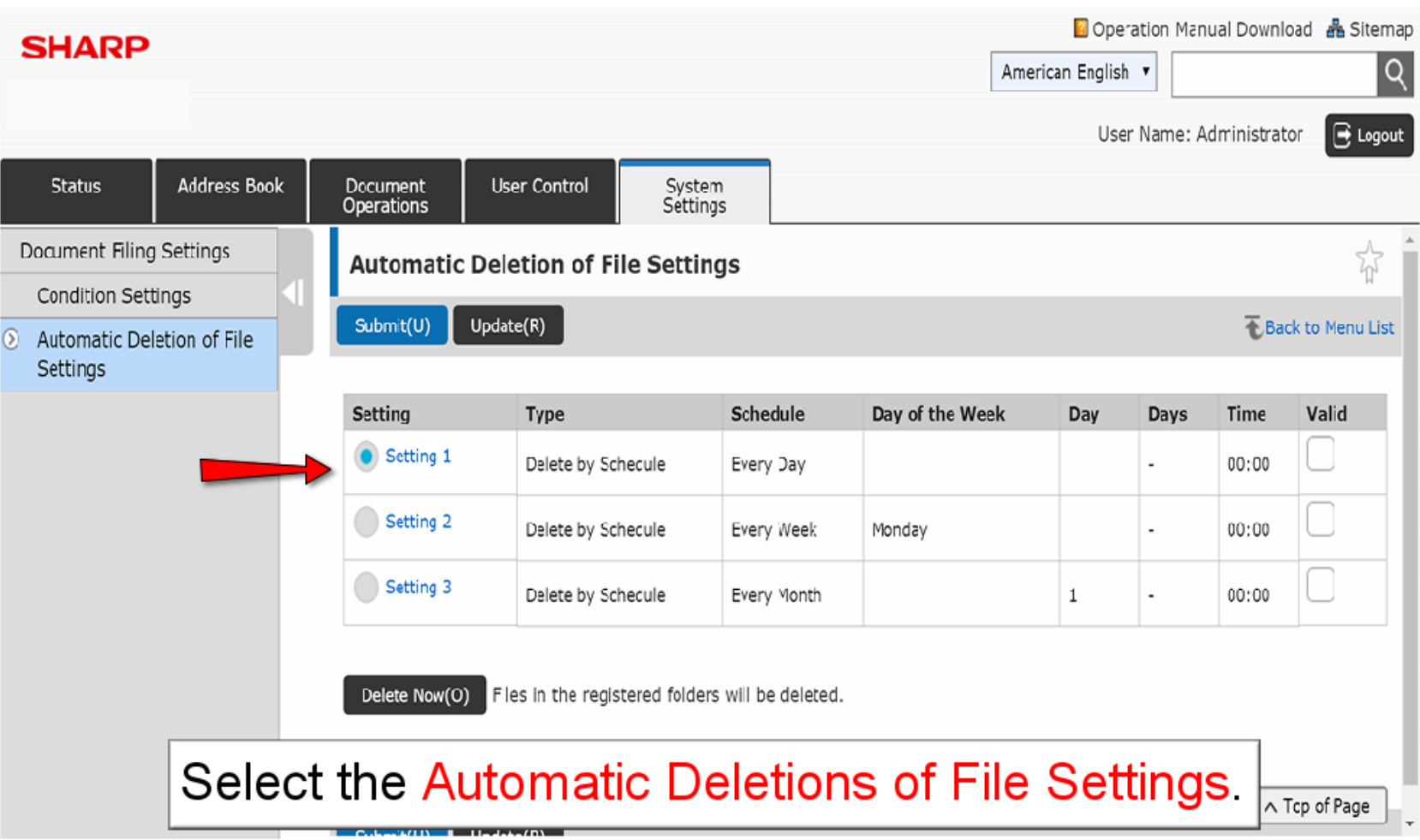
- ☐ Delete File
- ☐ Delete Folder
- ☐ Create PIN Code/Document

☒ Delete quick files at power up. (Protected files excluded)

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Select Automatic Deletion of File Settings.

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SHARP

Operation Manual Download Sitemap

American English

User Name: Administrator Logout

Status Address Book Document Operations User Control System Settings

Document Filing Settings
Condition Settings
Automatic Deletion of File Settings

Automatic Deletion of File Settings

Submit(U) Update(R) Back to Menu List

Setting	Type	Schedule	Day of the Week	Day	Days	Time	Valid
<input checked="" type="radio"/> Setting 1	Delete by Schedule	Every Day			-	00:00	<input type="checkbox"/>
<input type="radio"/> Setting 2	Delete by Schedule	Every Week	Monday		-	00:00	<input type="checkbox"/>
<input type="radio"/> Setting 3	Delete by Schedule	Every Month		1	-	00:00	<input type="checkbox"/>

Delete Now(O) Files in the registered folders will be deleted.

Select the Automatic Deletions of File Settings.

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SHARP

Operation Manual Download Sitemap

American English

User Name: Administrator Logout

Status Address Book Document Operations User Control System Settings

Document Filing Settings
Condition Settings
Automatic Deletion of File Settings

Registration for Automatic Deletion of File Settings

Submit(U) Cancel(C) Back to Menu List

Setting: Setting 1

☒ Delete by Schedule

☒ Every Day - 00 Hour 00 Minute

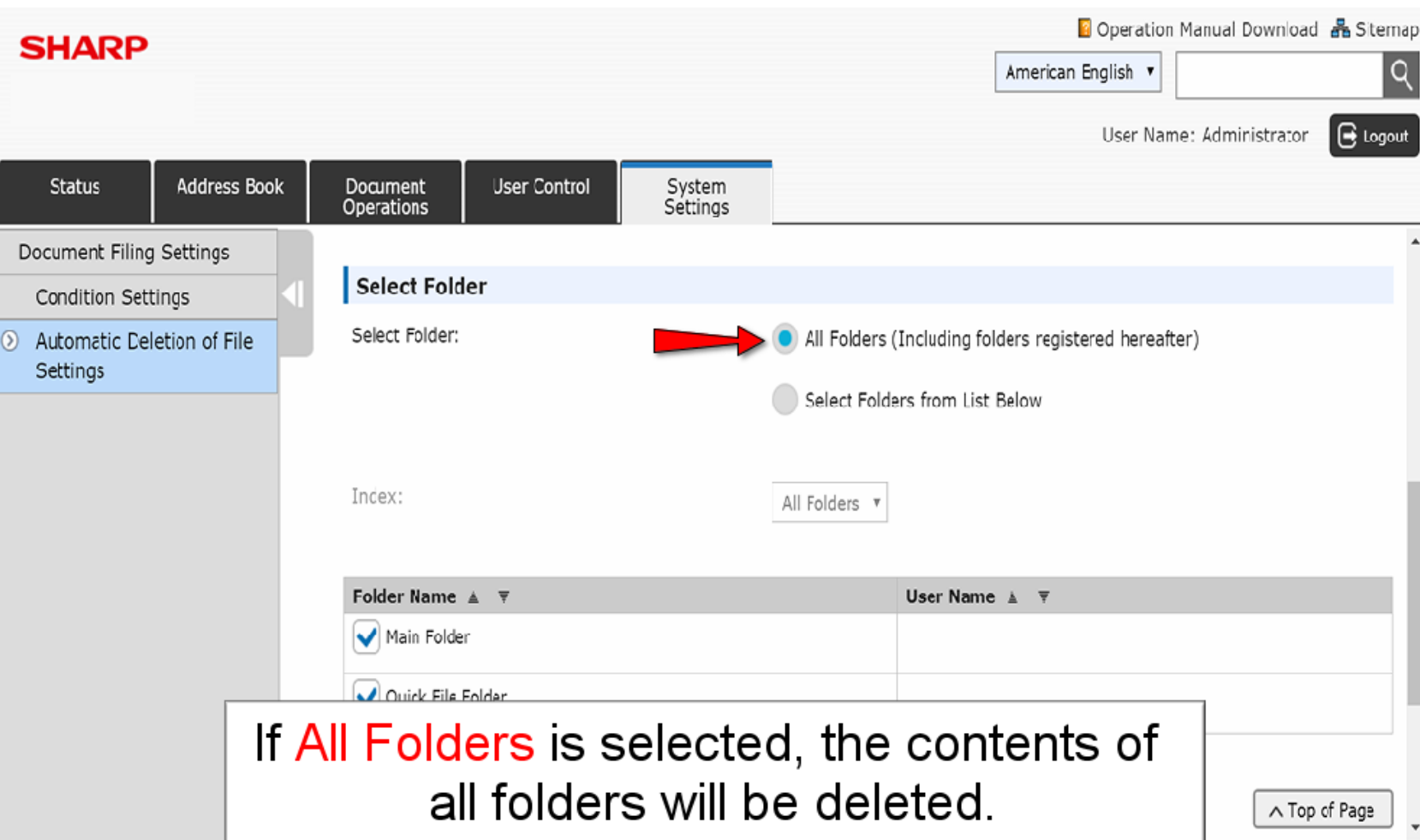
☐ Every Week - Monday 00 Hour 00 Minute

☐ Every Month - 1 00 Hour 00 Minute

Select the **Day and Time** for file deletion.

from date file was stored. Top of Page

Slide 10



SHARP

Operation Manual Download Stemap

American English

User Name: Administrator Logout

Status Address Book Document Operations User Control **System Settings**

Document Filing Settings

Condition Settings

Automatic Deletion of File Settings

Select Folder

Select Folder:

☒ All Folders (Including folders registered hereafter)

☐ Select Folders from List Below

Index: All Folders

Folder Name	User Name
<input checked="" type="checkbox"/> Main Folder	
<input checked="" type="checkbox"/> Quick File Folder	

If **All Folders** is selected, the contents of all folders will be deleted.

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Slide 11

The screenshot shows the SHARP System Settings interface. The left sidebar contains a menu with 'Automatic Deletion of File Settings' selected. The main content area is titled 'Select Folder' and contains two radio buttons: 'All Folders (Including folders registered hereafter)' and 'Select Folders from List Below'. A red arrow points to the 'Select Folders from List Below' option. Below the radio buttons is an 'Index:' section with a dropdown menu set to 'All Folders'. At the bottom, there is a table with two columns: 'Folder Name' and 'User Name'. The table lists 'Main Folder' and 'Quick File Folder' under the 'Folder Name' column, with corresponding 'User Name' entries. A text box at the bottom of the screenshot contains the instruction: 'To select specific folders for deletion, choose **Select Folders from List Below.**'

SHARP

Operation Manual Download Sitemap

American English

User Name: Administrator Logout

Status Address Book Document Operations User Control System Settings

Document Filing Settings

Condition Settings

Automatic Deletion of File Settings

Select Folder

Select Folder:

☐ All Folders (Including folders registered hereafter)

☒ Select Folders from List Below

Index:

All Folders

Folder Name	User Name
<input type="checkbox"/> Main Folder	
<input type="checkbox"/> Quick File Folder	

To select specific folders for deletion, choose **Select Folders from List Below.**

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Slide 12

The screenshot displays the SHARP system settings interface. At the top, there is a navigation bar with tabs for Status, Address Book, Document Operations, User Control, and System Settings. The System Settings tab is active. Below the navigation bar, there is a sidebar with a list of settings: Document Filing Settings, Condition Settings, and Automatic Deletion of File Settings. The Automatic Deletion of File Settings is selected. The main content area shows a table with two columns: Folder Name and User Name. The table contains two rows: Main Folder and Quick File Folder. Both rows have a checked checkbox in the Folder Name column. A red arrow points to the Quick File Folder checkbox. Below the table, there is a section for Total Folder: 2, with buttons for Select All(S) and Clear Checked(K). At the bottom, there are two checkboxes: Delete Protected File and Delete Confidential File, both of which are checked. A red text box at the bottom of the interface contains the text: **Select** the folders for file deletion.

SHARP

Operation Manual Download Sitemap

American English

User Name: Administrator Logout

Status Address Book Document Operations User Control System Settings

Document Filing Settings

Condition Settings

Automatic Deletion of File Settings

Folder Name	User Name
<input checked="" type="checkbox"/> Main Folder	
<input checked="" type="checkbox"/> Quick File Folder	

Total Folder: 2

Select All(S) Clear Checked(K)

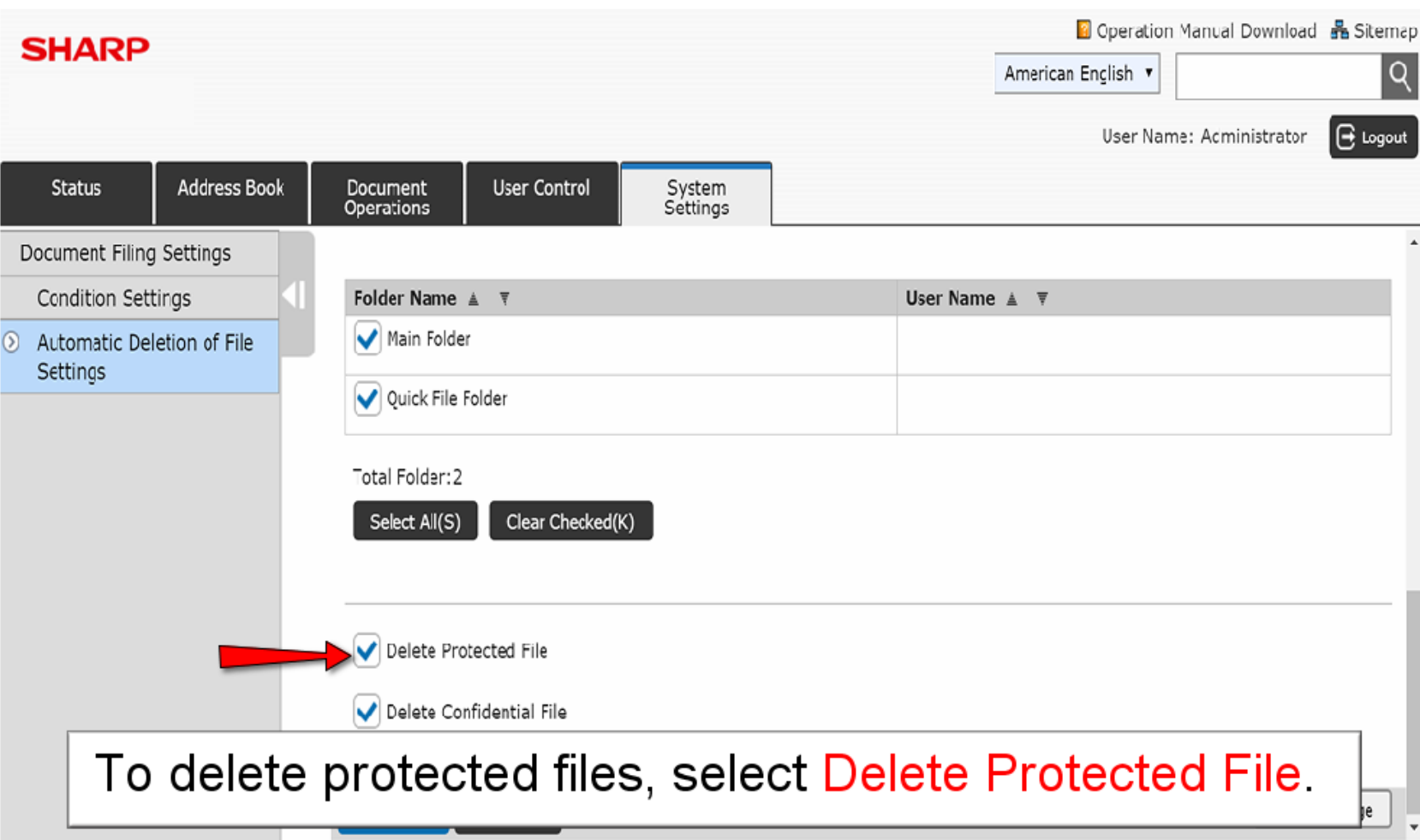
☒ Delete Protected File

☒ Delete Confidential File

Select the folders for file deletion.

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Slide 13



SHARP

Operation Manual Download Sitemap

American English

User Name: Administrator Logout

Status Address Book Document Operations User Control System Settings

Document Filing Settings

Condition Settings

Automatic Deletion of File Settings

Folder Name	User Name
<input checked="" type="checkbox"/> Main Folder	
<input checked="" type="checkbox"/> Quick File Folder	

Total Folder: 2

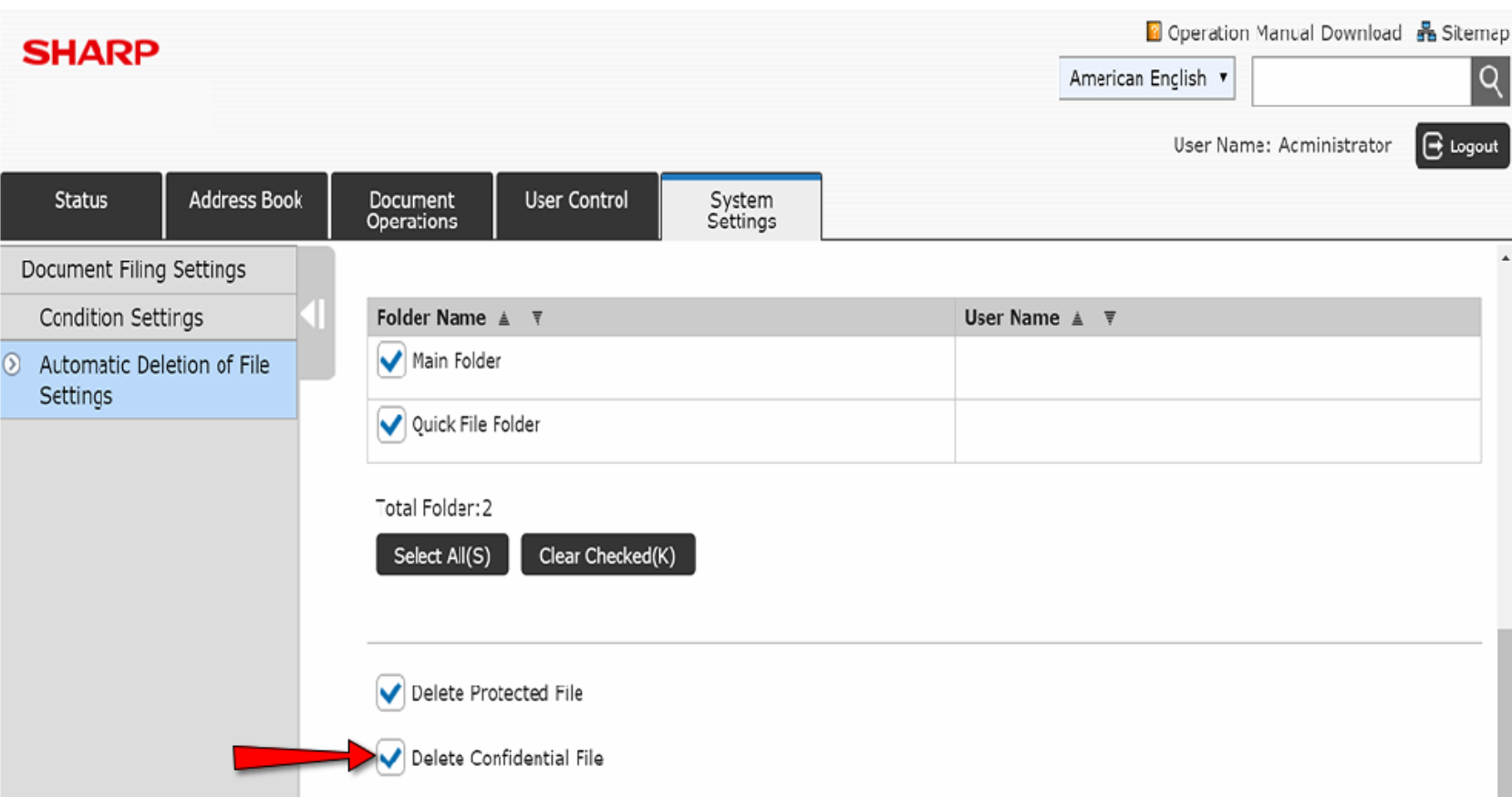
Select All(S) Clear Checked(K)

☒ Delete Protected File

☒ Delete Confidential File

To delete protected files, select **Delete Protected File**.

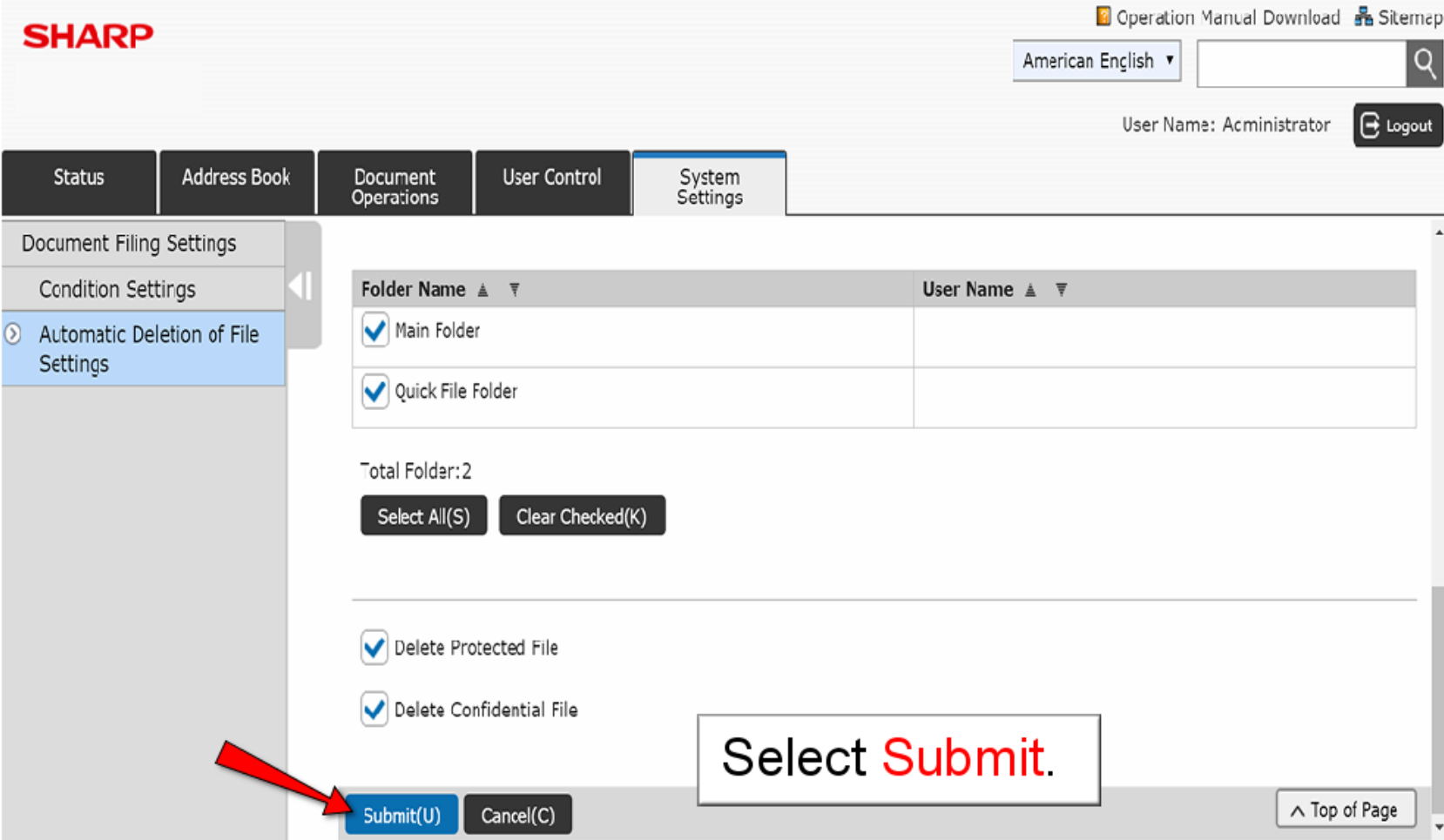
Slide 14



The screenshot displays the SHARP web interface. At the top, there is a navigation bar with the SHARP logo, a language dropdown set to 'American English', a search bar, and a 'Logout' button. Below this is a menu with tabs for 'Status', 'Address Book', 'Document Operations', 'User Control', and 'System Settings'. The 'System Settings' tab is active, and a sidebar on the left shows 'Document Filing Settings' expanded, with 'Automatic Deletion of File Settings' selected. The main content area shows a table with columns 'Folder Name' and 'User Name'. Two rows are listed: 'Main Folder' and 'Quick File Folder', both with checked checkboxes. Below the table, it says 'Total Folder: 2' and provides 'Select All(S)' and 'Clear Checked(K)' buttons. At the bottom, there are two checkboxes: 'Delete Protected File' (checked) and 'Delete Confidential File' (checked). A red arrow points to the 'Delete Confidential File' checkbox.

To delete confidential files, select **Delete Confidential File**.

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SHARP

Operation Manual Download Sitemap

American English

User Name: Administrator Logout

Status Address Book Document Operations User Control **System Settings**

Document Filing Settings

Condition Settings

Automatic Deletion of File Settings

Folder Name	User Name
<input checked="" type="checkbox"/> Main Folder	
<input checked="" type="checkbox"/> Quick File Folder	

Total Folder: 2

Select All(S) Clear Checked(K)

☒ Delete Protected File

☒ Delete Confidential File

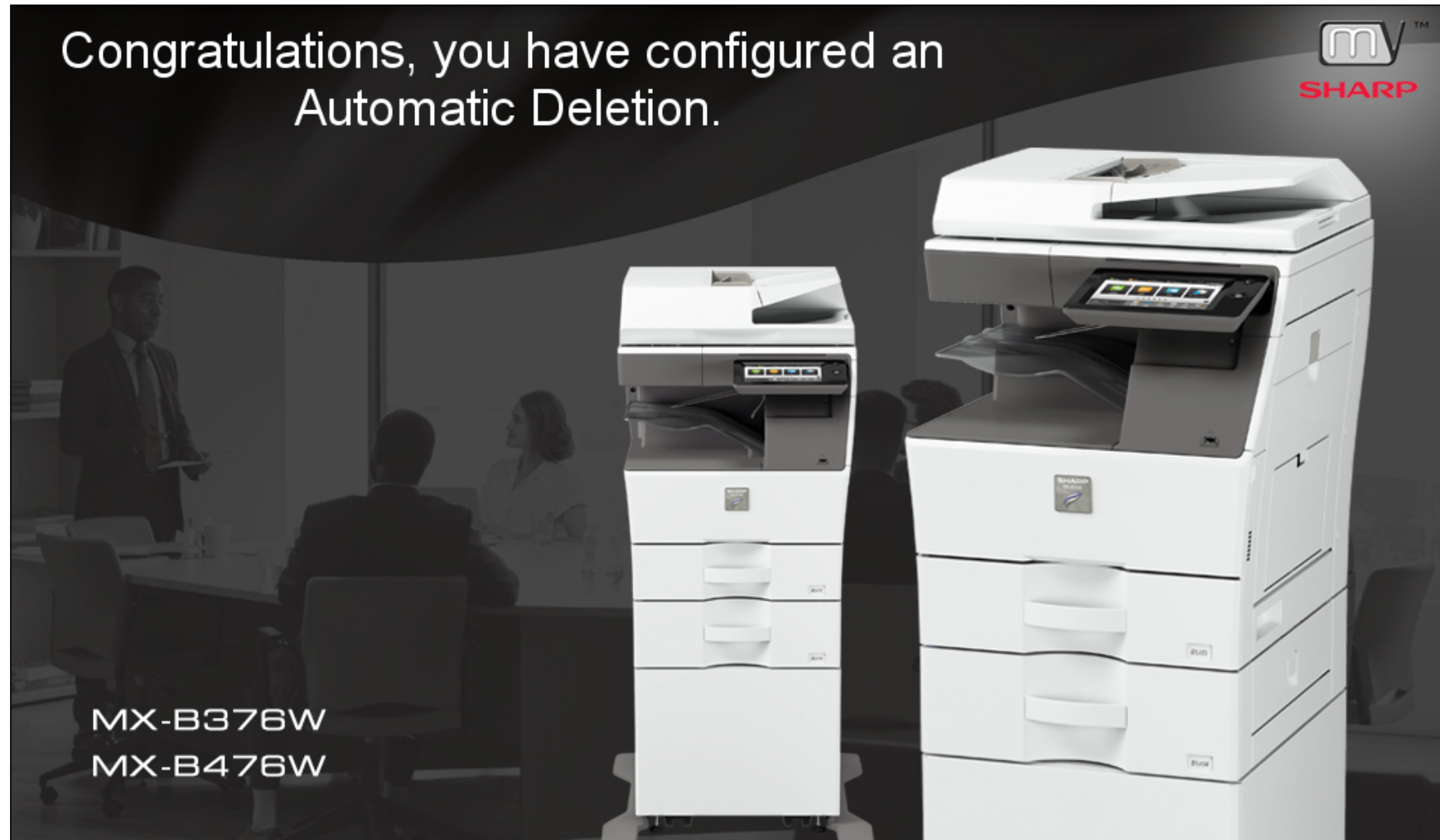
Submit(U) Cancel(C)

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Select **Submit**.

Slide 16

Congratulations, you have configured an Automatic Deletion.



The image shows two white Sharp multifunction copiers, the MX-B376W and MX-B476W, standing in an office environment. The copier on the right is larger and features a color touchscreen interface. The background is a dark, semi-transparent image of an office with people working. The Sharp logo and 'mv' trademark are visible in the top right corner.

MX-B376W
MX-B476W