

BIZHUB I SERIES CONFIGUR SMTP

When configuring SMTP, you will need the following information:

- SMTP server IP/hostname
- Username (if required)
- Password (if required)
- SSL/TLS requirements (if required)
- Port (if required)
- Copier IP address (if configuring from the copier webpage)

Please contact your IP Support team for the required information.

From the copiers Web Page

The easiest way to configure the SMTP settings is from the copier's web page. This is because you have a full keyboard to work with instead of using the touchpad on the copier.

1. Open a web browser (Edge, Firefox, Chrome, Opera, Safari)
2. In the address bar, enter the IP address of the photo copier and press enter
3. If you are not in the login screen already:
 - a. Click **[LOGOUT]** on the top right corner of the screen
 - b. Click **[OK]** to confirm the logout
4. At the login screen, select **[ADMINISTRATOR]** in the *USER TYPE* dropdown box
5. Enter the password in the *PASSWORD* field (default password is 12345678 OR 1234567812345678) and click **[LOGIN]**
6. On the left-hand side, click **[NETWORK]**
7. Click **[E-MAIL SETTING]**
8. Click **[E-MAIL TX (SMTP)]**
9. All the settings for SMTP may remain at default, except the following:
 - a. **[SMTP SERVER ADDRESS]**
 - i. If the Server address provided is a hostname (ie: mail.server.com), Check the *Please check to enter host name* Check Box
 - ii. Enter the IP Address or Hostname of the SMTP server in the text field
 - b. **[SSL/TLS]** – Enter the SSL/TLS requirements (*Off, SMTP over SSL or TLS*)
 - c. **[PORT NO]** – Enter the port number
 - d. **[CERTIFICATE VERIFICATION LEVEL SETTINGS]** – Unless instructed by your IT otherwise, it is best to DISABLE all of these
 - e. **[ADMIN E-MAIL ADDRESS]** – If this is blank or needs to be changed, you will have to enter the address in *System Settings* after SMTP setting are saved.

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- f. [SMTP AUTHENTICATION] – If you require a username/password, *Turn ON*, otherwise skip to step G
 - i. [USER ID] – Enter the username for SMTP
 - ii. [PASSWORD] – Enter the password
- g. Click [OK]
- h. Click [LOGOUT] to logout if desired

E-mail TX Setting <input type="checkbox"/>		E-mail TX Setting <input type="checkbox"/>	
E-Mail Send <input type="checkbox"/>		E-Mail Send <input type="checkbox"/>	
E-mail Notification <input type="checkbox"/>		E-mail Notification <input type="checkbox"/>	
Total Counter Notification <input type="checkbox"/>		Total Counter Notification <input type="checkbox"/>	
SMTP Server Address	<input type="checkbox"/> Please check to enter host name.	SMTP Server Address	<input checked="" type="checkbox"/> Please check to enter host name.
	<input type="text" value="192.168.0.100"/>		<input type="text" value="mail.server.ca"/>
SSL/TLS Settings	<input type="text" value="Start TLS"/>	SSL/TLS Settings	<input type="text" value="SMTP over SSL"/>
Port No.	<input type="text" value="25"/> (1-65535)	Port No.	<input type="text" value="25"/> (1-65535)
Port No.(SSL)	<input type="text" value="465"/> (1-65535)	Port No.(SSL)	<input type="text" value="465"/> (1-65535)
Certificate Verification Level Settings			
Expiration Date	<input type="checkbox"/>	SMTP Authentication Method	<input type="checkbox"/>
Key Usage	<input type="checkbox"/>	Kerberos	<input type="checkbox"/>
Chain	<input type="checkbox"/>	NTLMv1	<input type="checkbox"/>
Expiration Date Confirmation	<input type="checkbox"/>	Digest-MD5	<input type="checkbox"/>
CN	<input type="checkbox"/>	CRAM-MD5	<input type="checkbox"/>
Connection Timeout	<input type="text" value="60"/> sec.	LOGIN	<input type="checkbox"/>
Admin. E-mail Address	<input type="text" value="admin@email.com"/>	PLAIN	<input type="checkbox"/>
Device Mail Address	<input type="text" value="copier@email.com"/>	User ID	<input type="text" value="username"/>
		Password	<input type="password" value="....."/>
		Domain Name	<input type="text"/>
		POP Before SMTP	<input type="checkbox"/>
		POP Before SMTP Time	<input type="text" value="5"/> sec.(0-60)

Setting the Admin Email

If you need to set the administrator email address, login to admin mode the same way as for SMTP (steps 1-5 above) and then follow these directions:

1. Login as *Administrator*
2. Click **[SYSTEM SETTINGS]**
3. Click **[MACHINE SETTING]**
4. Under *Administrator Registration*, enter an email address in the **[E-MAIL ADDRESS]** field
5. Click **[OK]**
6. Click **[LOGOUT]** to logout if desired

Machine Setting	Device Location	<input type="text"/>
Register Support Information	Administrator Registration	
▶ Reset Settings	Administrator Name	<input type="text"/>
USB flash drive function settings	E-mail Address	<input type="text" value="admin@email.com"/>
▶ Stamp Settings	Extension No.	<input type="text"/>
Blank Page Print Settings	Company Name	<input type="text"/>
Job Priority Operation Settings	Department Name	<input type="text"/>
▶ System Connection Setting	Input Machine Address	
▶ Web Browser Setting	Device Name	<input type="text" value="KM_C3320i"/>
Compact PDF Settings	E-mail Address	<input type="text" value="copier@email.com"/>
Scan File Name Settings		

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