How to setup scan to email on Lexmark printers
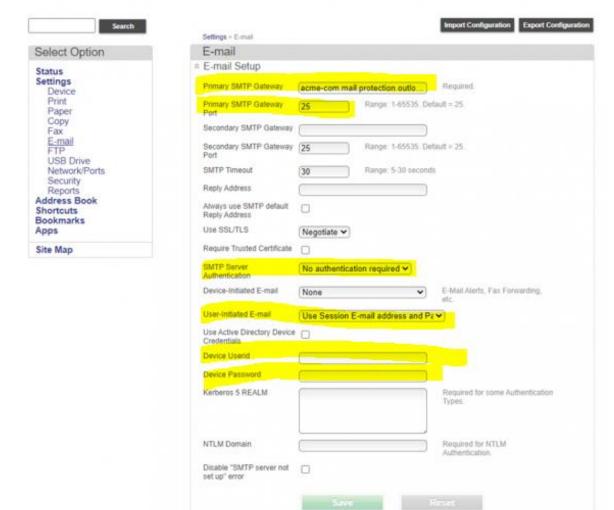
1. Open the printer's web page (IPV4 address) and sign in.
2. On the menu select **Settings**.
3. Select **E-mail**.
4. Select **E-mail Setup**.
5. In **Primary SMTP Gateway** type the value you obtained in step 5.
   Example: *smtp.outlook365.com*
6. In **Primary SMTP Gateway Port** leave the value at 25 for internal relays, otherwise 587 or 465 respectively
7. In **Use SSL/TLS** as needed per your email provider
8. In **User Initiated Email** use device settings
9. In **SMTP Authentication** select no authorization needed for internal relays, otherwise use the full email address the printer will send from and input the password. If you have two factor authentication (2FA) you will need to generate an app password and put it in password.
10. Click **Save**.