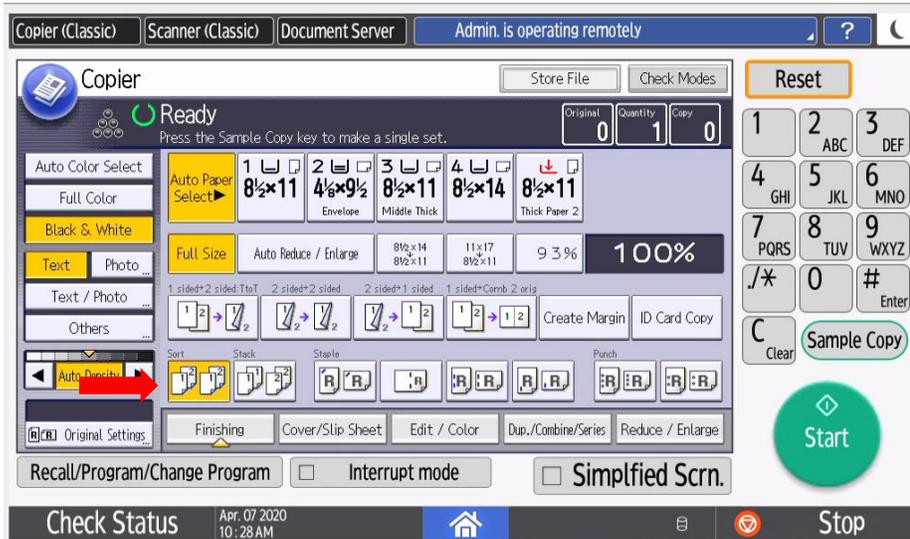


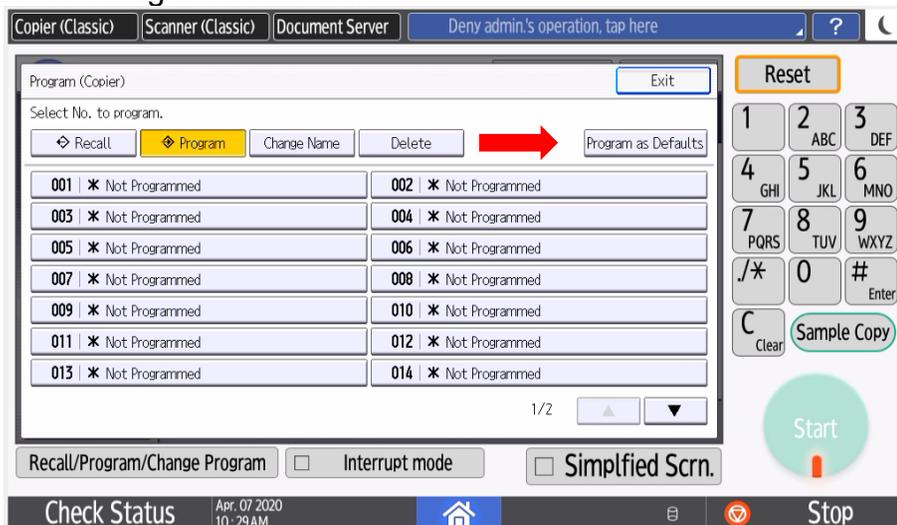


## Defaulting Your Ricoh/Savin IM Series to Sort Pages Sequentially

1. From your Copier (classic) Screen
2. Select 'SORT'



3. Select 'Recall/Program/Change Program'
4. Select 'Program as Defaults'



### For More Information:

Contact an Advance Expert:

410.628.0490 or [Dispatch@advancestuff.com](mailto:Dispatch@advancestuff.com)



### 5. Select 'Program'



The current settings can be programmed as defaults for the initial screen.



### 6. Select 'Yes' to confirm

[Click here to view our how-to video!](#)

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