

## **DM500 Series - Updating your existing Job Presets...**

Note: Your machine will allow you to overwrite your Normal preset with changes, however your custom presets will need to be deleted and re-created with the required changes.

### **Defining New Values for the Normal Preset**

To define new values (change the settings) for the Normal preset:

1. Make the required changes to the class on your Intellilink Control Centre that you want the preset to contain.
2. Press the Custom Presets key.
3. A list of presets, starting with 0 Normal appears. Do not press any of the screen keys corresponding to these presets.
4. Press the right arrow key (Set up Presets appears next to the right arrow key).
5. Press the screen key for Store Current Setting to Preset.
6. Press the screen key next to 0 Normal. This automatically saves all of the settings you defined within this session to the 0 Normal preset and displays the new settings in the View Preset screen.
7. Press the Enter key to return to the main screen.

### **How to View, Rename, or Delete Custom Presets**

1. Press the Custom Presets key.
2. A list of presets, starting with 0 Normal appears.
3. Press the right arrow key (Set up Presets appears next to the right arrow).
4. The following options appear:
  - View Preset
  - Rename Preset
  - Delete Preset
5. Select the screen key corresponding to the option you want. Follow the screen prompts.

### **How to Create / Define Custom Preset Values**

1. Establish the proper settings on the machine (including the required class of mail, a specific account, etc.) that you want the preset to contain.
2. Press the Custom Presets key.
3. A list of presets, starting with 0 Normal appears. Select a screen key next to an "Available" (unused) preset. If you have already defined all of the presets, or you want to edit an existing preset, you need to delete one first so that one becomes "Available".
4. The system prompts you to: Enter New Preset Name.
5. Type in the name using the alpha and/or numeric keys.
6. Press the Enter key. The View Preset screen appears and displays all of the values you defined in this session.
7. Press the Enter key to return to the main screen.