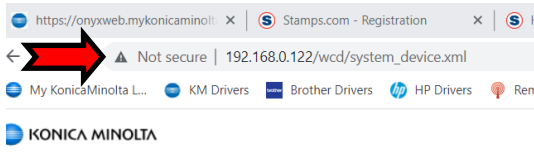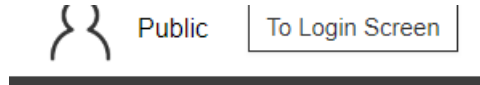# How to Change Meter Email

1. Input the IP address of your Copier into the http field of any web browser

2. Select To login Screen at the top right click OK at the bottom right

3. Change Login from Public User to Administrator

○ Public User

● Administrator

4. Login with admin password of 1234567812345678

5. Once logged in as administrator goto Maintenance then total counter notification setting.

Put the email meterreadings@noordyk.com under address 1 and select ok at bottom of the page