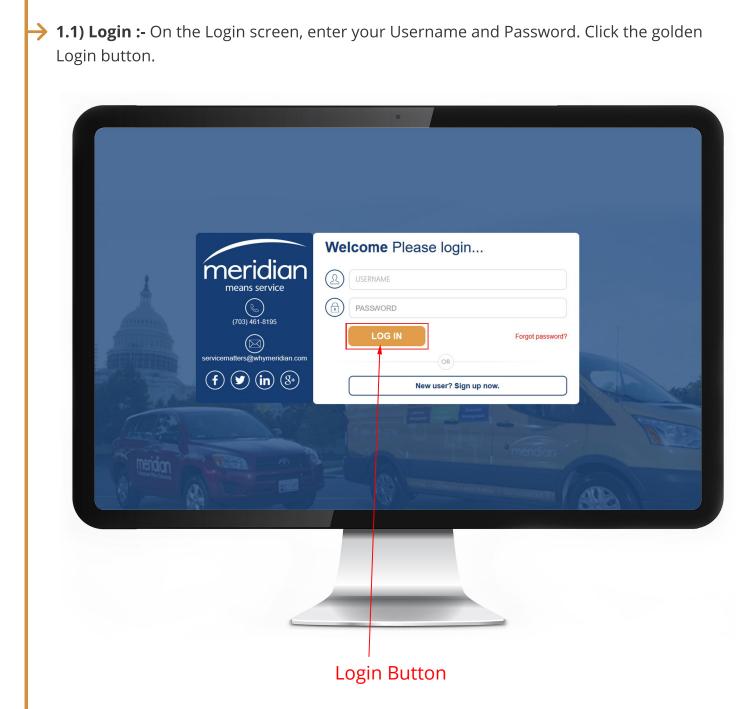


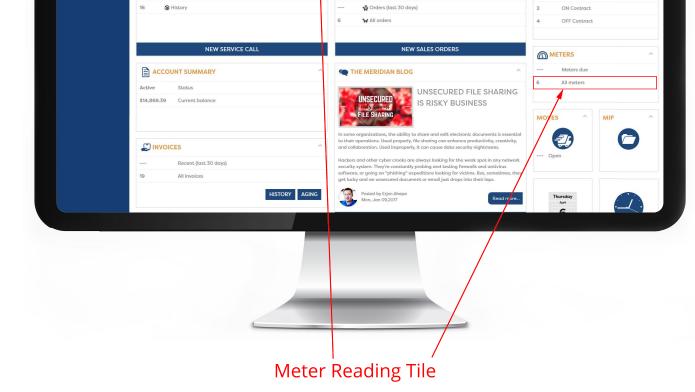
Meridian Imaging Solutions User Guide

1. How to Submit a Meter Reading:



1.2) Navigate to the Meters Tile :- On the Dashboard screen, click on the Meter Reading tile.

Welcome, Lanetta Johnson		🐍 (703) 461-8195 🛛 servicematters@whymeridian.com	🕹 Lanetta Johnson
🖆 Home			
🙎 About Us	SALES ORDERS	METER READING	
New Service Call		(1) METER READING	
R New Sales Orders			
Meter Reading		↑ SALES ORDERS	△ Q SEARCH ■
🖂 Email Us	16 Pending	9 O New items	Find: Equipment/Item
्ट्र Switch Location	Scheduled	OPicked items	Q
	O Dispatched	🚳 Shipped items (last 30 days)	
🕞 Logout	() On hold	1 G Back ordered items	
		😳 Canceled items	EQUIPMENT/ITEM



→ 1.3) Locate the machine you are submitting a meter for:- On the Meter reading page, scroll to the machine you want to submit a meter for. Choose the date you read the meter.

Switch Location	EQUIPMENT CONTACT/LOCATION			
🕒 Logout	EQUIPMENT NUMBER: EQ10054 CONTACT:			
	DESCRIPTION: X191 Xerox Copier PHONE:			
	SERIAL NUMBER: 234234334 LOCATION: Waste Management (WMOO) 3060 S Redwood Rd MARE-MODEL: Xerox - X191 Salt Lake City, UT 84119			
	MIRLE-PHOLIELE ARTOR - APPI			
	METER BEADING DATE: * 4/6/2017			
	Last Reading Date Last Reading Meter Type New Reading Status Meter Validation Message			
	Lass kedaing uate Lass kedaing meter type new kedaing status meter validation message 3/29/2017 888,888 BW Image: Corredue Overdue			
	Meter reading IS REQUIRED			
	EQUIPMENT NUMBER: EQ10059 CONTACT:			
	DISCRIPTION: 335 Copier PHONE			
	SERUAL NUMBER: shdrbd2343 LOCATION: Waste Management (WM00) 3060 S Ratwood Rd			
	MLKE-MODEL: Canon - C0335 Sait: Lake City, UT 84119			
	METER READING			
	METER READING DATE: + 4/6/2017			
	Last Reading Date Last Reading Meter Type New Rending Status Meter Validation Message			
	3/29/2017 21 BW Not currently due			
	No action required.			
	Solart the date and meter reading text area			
	Select the date and meter reading text area			
	Select the date and meter reading text area			
_				
Type new	Select the date and meter reading text area I meter reading in :- Type the meter in the New Reading box. This wi			

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