To configure your computer to use Xerox Accounting and in order to print to Xerox machines, please do the following:

1. Access Your Printers and Faxes Windows by either:
	1. Click Start and then click on Control Panel:
	
	2. If you have the classic theme enabled (you do not see "Control Panel" in the start menu) click on Start -> Settings -> Printers and Faxes
	
2. Right Click on "Xerox WorkCentre 5645 PS" and click on Properties

3. Click on the Configuration tab

4. Click on the "Accounting..." button

5. The following window will appear:

6. Select "Xerox Standard Accounting or Auditron"
7. The following screen will appear:

8. Uncheck the "Remember Last Entered Codes" checkbox

9. From now on, every time you print enter your Copy Code:
