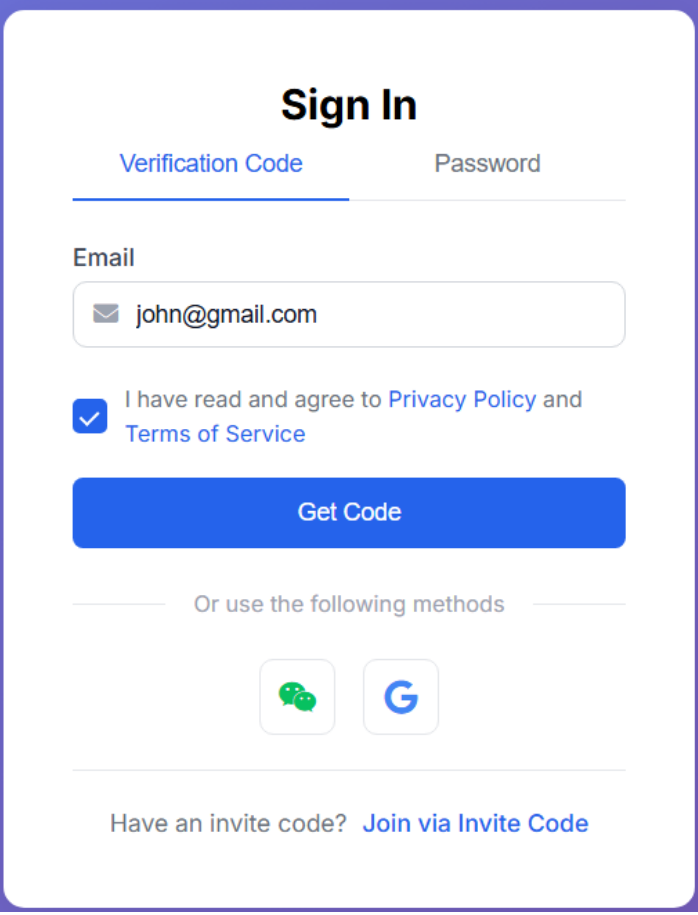


EasyJen Printer Maintenance Binding Operation Guide

Step 1: Log in to the Admin Backend (Verification Code Mode)



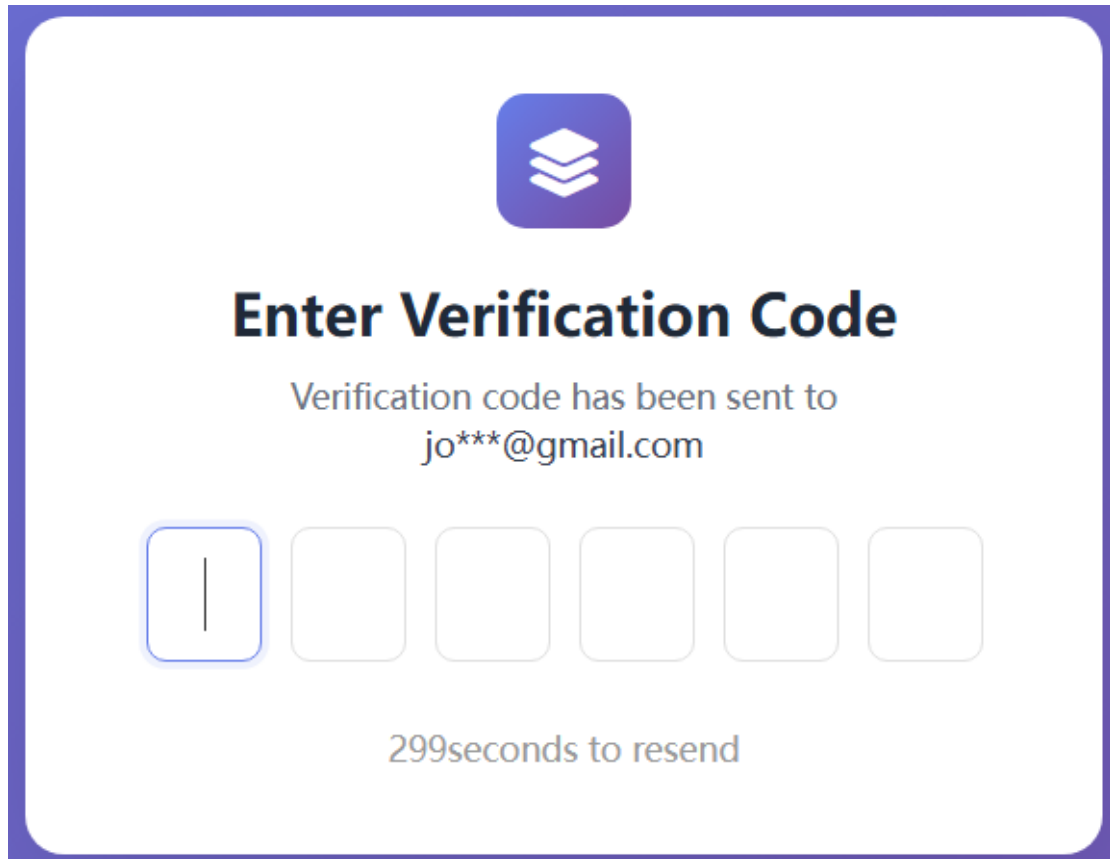
The screenshot shows a 'Sign In' form with two tabs: 'Verification Code' (selected) and 'Password'. Below the tabs is an 'Email' input field containing 'john@gmail.com'. A checkbox is checked, with the text 'I have read and agree to Privacy Policy and Terms of Service'. A blue 'Get Code' button is below the checkbox. Underneath, a separator line reads 'Or use the following methods' with icons for WeChat and Google. At the bottom, it says 'Have an invite code? Join via Invite Code'.

1. Open the system [login page](#), which defaults to the "Verification Code Login" tab.
2. Enter your email address in the Email input box (example: [john@gmail.com](#)).
3. Check the checkbox labeled "I have read and agree to the Privacy

Policy and Terms of Service".

4. Click the blue "Get Verification Code" button at the bottom to send the verification code to your mailbox.

Step 2: Complete Email Verification Code Validation



Enter Verification Code

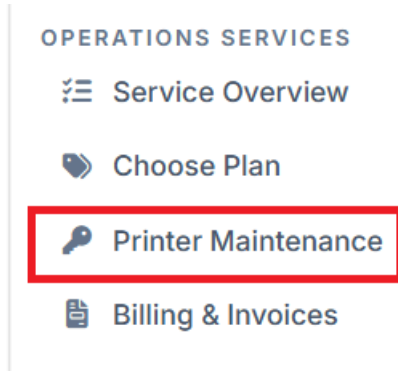
Verification code has been sent to
jo***@gmail.com

299seconds to resend

1. The system redirects to the Enter Verification Code page, indicating that a verification code has been sent to your email (the email address in the example is desensitized: jo***@gmail.com).
2. Open your email inbox and locate the 6-digit numeric verification code sent by the system.
3. Enter the verification code into the six input boxes on the page sequentially (the input boxes will auto-focus, no manual switching required).

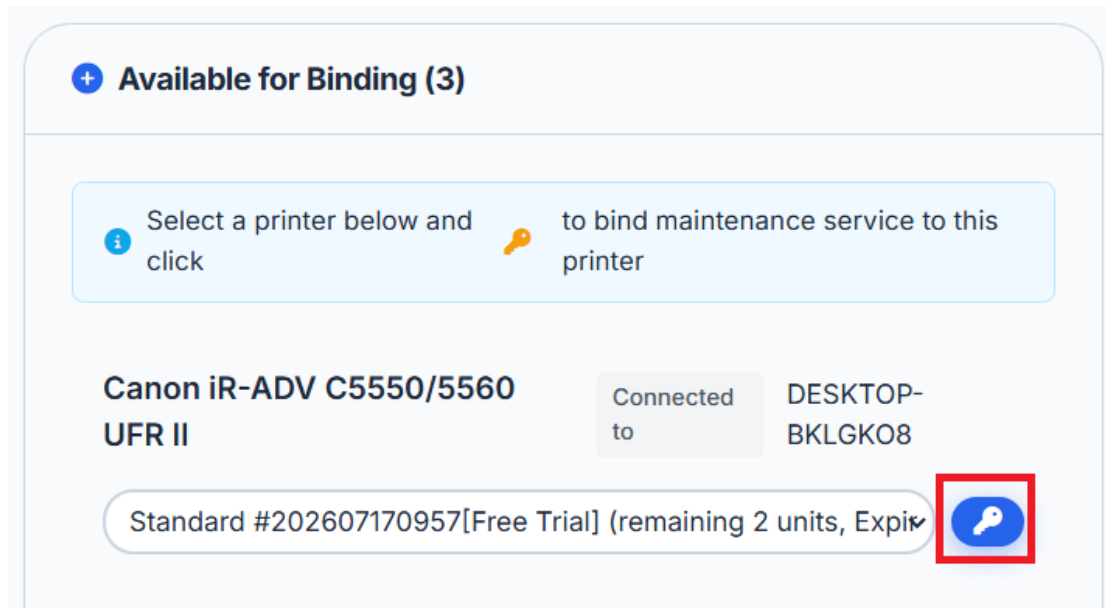
Note: The verification code is subject to a countdown timer (298 seconds in the example). You will need to resend the code if it expires

Step 3: Access the Printer Maintenance Binding Page



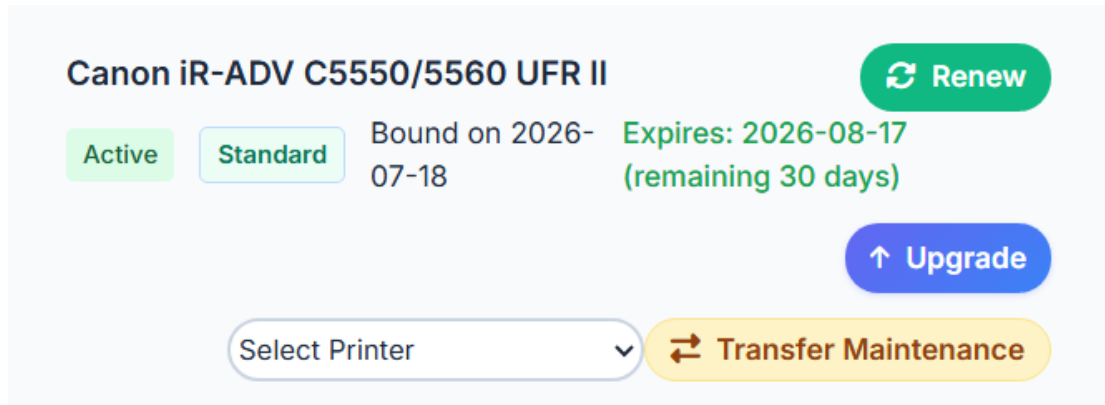
In the left navigation bar under the "Operation & Maintenance Service Management" section, click the "Printer Maintenance Binding" option to enter the main binding page.

Step 4: Select Target Printer and Perform Binding



1. In the "Bindable Maintenance Printers" list, find the target printer to be bound (example: Canon iR-ADV C5550/5560 UFR II).
2. Confirm that the printer information and package details (Standard Package, remaining available devices, expiration date) are correct.
3. Click the blue key icon on the right side of the printer entry to start the binding process.

Step 5: Confirm Successful Binding and Check Bound Status



1. After binding is completed, the page will automatically switch to the "Bound Maintenance Printers" list.
 2. Verify that your target printer appears in the list with the status marked as "Valid".
 3. Check the binding details: package name, binding date, expiration date and remaining days for accuracy.
 4. You can directly perform follow-up operations on this page, including "Renew", "Upgrade" and "Transfer Maintenance Binding".
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💡 Supplementary Instructions

1. If all binding quotas are used up, purchase additional seats via "Purchase Package" or wait for quota release.
2. Before the maintenance service expires, click the "Renew" button to extend service in bulk and avoid interruption of print management functions. 。