Configuring

Using supplied media objects

RICOH ProcessDirector provides several predefined system media objects. You can modify the properties of the predefined media objects and use them in your environment.

To modify and use a supplied media object:

1. Click the **Administration** tab.
2. In the left pane, click **Media ⇒ System Media**.
3. Right-click the media object that you want to modify and select **Properties**.
4. Change the required and optional properties that need to be adjusted to match your environment.
5. Click **OK**.

Parent topic: Defining media objects