

IJ-25 – Changing The Preset Postage Value

The Preset Postage Value allows the user to determine the default postage value that is displayed each time the mailing machine is powered on or returns from sleep mode.

After a rate change, the Preset Postage Value may need to be modified when the new rates are active. This change should be made on May 11, 2009.

1. From the **Ready** screen, press the **MENU** button.



2. Press the right arrow button under the display, until **SETUP** is displayed.



3. Press the **OK** button to access the **SETUP** menu.



4. Press the right arrow button under the display, until **PRESET POSTAGE** is displayed.



5. Press the **OK** button to change the **PRESET POSTAGE** value.



6. Using the numeric keypad, enter the new postage value that you will use most often.
- For \$0.44, enter 4 and 4.



7. Press **OK** button.



8. Press the **C** button to return to the **Ready** screen.



The new Preset Postage Value will not become active until the mailing machine is restarted.
- Unplug the power cord from the wall, wait 10 seconds, then reconnect the machine.