Operating Instructions

Driver Installation Guide

See the other online manuals on our website (http://www.ricoh.com/) or from the control panel. ▶

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7. Appendix

1. Introduction

This chapter explains the software included on the supplied CD-ROM.

Start Installer

To connect this machine to a client computer and use its printer, scanner, and fax functions, the software included on the provided CD-ROM must be installed on the client computer.

The installer starts automatically when you insert the provided CD-ROM into the CD-ROM drive of a client computer running under Windows or Windows Server. You can then install the various software included on the CD-ROM.

The contents (display item) of the installer are as follows:

Quick Install

Installs the PCL 6 printer driver, and configures the Standard TCP/IP port to establish a connection with a network printer.

For details, see page 13 "Quick Install".

PCL Printer Driver

Installs the PCL 6 and/or PCL 5e printer drivers.

For details about installing the driver, see page 15 "Installing the Printer Driver for a Network Connection" or page 23 "Installing the Printer Driver for a Local Connection".

PostScript 3 Printer Driver

Installs the PostScript 3 printer driver.

For details about installing the driver, see page 15 "Installing the Printer Driver for a Network Connection" or page 23 "Installing the Printer Driver for a Local Connection".

LAN-Fax Driver

This software enables you to fax documents directly from your computer. Address Book, LAN-Fax Cover Sheet Editor, and MFP Address Book Downloader will also be installed.

For details about installing the driver, see page 33 "Installing the LAN-Fax Driver".

TWAIN Driver

This software enables you to utilize image data from other TWAIN compliant applications.

For details about installing the driver, see page 31 "Installing the TWAIN Driver".

Select Language

Changes the interface language.

Browse This Disk

Browses the contents of this disk.

Exit

Quits Installer.

Note

- Manage Printers permission is required to install the driver. Log on as an Administrators group member.

- Auto Run might not work automatically with certain OS settings. If this is the case, double-click "Setup.exe", located on the CD-ROM root directory, or click [Run SETUP.EXE] in the [AutoPlay] dialog box.

Software and Utilities Included on the CD-ROM

This section explains the software and utilities CD-ROM provided with this machine.

⤓Note

- For the latest information on the corresponding operating system, see "Readme.txt" file, located on the CD-ROM root directory.

- For the latest information on Windows Terminal Service and Citrix XenApp, see the manufacturer's Web site.

Printer Drivers

Printing requires installation of a printer driver for your operating system. The following drivers are included on the CD-ROM.

Operating System [*1]	Printer Language		
	PCL 5e	PCL 6	PostScript 3
Windows Vista [*2]	OK	OK	OK
Windows 7 [*3]	OK	OK	OK
Windows 8 [*4]	OK	OK	OK
Windows 8.1 [*5]	OK	OK	OK
Windows 10 [*6]	OK	OK	OK
Windows Server 2003 [*7]	OK	OK	OK
Windows Server 2008 [*8]	OK	OK	OK
Windows Server 2012 [*9]	OK	OK	OK
OS X [*10]	—	—	OK

[*1] Windows operating system supports both versions (32/64 bit)

[*2] Microsoft Windows Vista Ultimate/Microsoft Windows Vista Enterprise/Microsoft Windows Vista Business/ Microsoft Windows Vista Home Premium/Microsoft Windows Vista Home Basic

[*3] Microsoft Windows 7 Home Premium/Microsoft Windows 7 Professional/Microsoft Windows 7 Ultimate/ Microsoft Windows 7 Enterprise

[*4] Microsoft Windows 8/Microsoft Windows 8 Pro/Microsoft Windows 8 Enterprise

[*5] Microsoft Windows 8.1/Microsoft Windows 8.1 Pro/Microsoft Windows 8.1 Enterprise

*6   Microsoft Windows 10 Home/Microsoft Windows 10 Pro/Microsoft Windows 10 Enterprise/Microsoft Windows 10 Education

*7   Microsoft Windows Server 2003 Standard Edition/Microsoft Windows Server 2003 Enterprise Edition/ Microsoft Windows Server 2003 R2 Standard Edition/Microsoft Windows Server 2003 R2 Enterprise Edition

*8   Microsoft Windows Server 2008 Standard/Microsoft Windows Server 2008 Enterprise/Microsoft Windows Server 2008 R2 Standard/Microsoft Windows Server 2008 R2 Enterprise

*9   Microsoft Windows Server 2012 Foundation/Microsoft Windows Server 2012 Essentials/Microsoft Windows Server 2012 Standard/Microsoft Windows Server 2012 R2 Foundation/Microsoft Windows Server 2012 R2 Essentials/Microsoft Windows Server 2012 R2 Standard

*10 OS X 10.7 or later

PCL printer drivers

Two kinds of PCL printer driver (PCL 5e and PCL 6) are included. These drivers allow your computer to communicate with this machine via a printer language.

Adobe® PostScript® printer driver and PPD files

Adobe PostScript printer driver allows the computer to communicate with the printer using a printer language. PPD files allow the printer driver to enable specific printer functions.

Note

- Some applications may require installation of the PCL 5e printer driver. In this case, you can install PCL 5e without having to install PCL 6.

- For details about installing the driver, see page 15 "Installing the Printer Driver for a Network Connection" or page 23 "Installing the Printer Driver for a Local Connection".

Supported languages

The languages supported in each printer driver are as follow:

Supported languages	Printer Language			
	PCL 5e [1]	PCL 6 [2]	PostScript 3 [2]	PPD (OS X)
English	O	O	O	O
German	O	O	O	O
French	O	O	O	O
Italian	O	O	O	O
Spanish	O	O	O	O
Dutch	O	O	O	O

Supported languages	Printer Language			
	PCL 5e *1	PCL 6 *2	PostScript 3 *2	PPD (OS X)
Swedish	O	O	O	O
Norwegian	O	O	O	O
Danish	O	O	O	O
Finnish	O	O	△	△
Hungarian	O	O	△	△
Czech	O	O	△	△
Polish	O	O	△	△
Portuguese	O	O	△	△
Russian	O	O	△	△
Catalan	O	O	△	△
Turkish	O	O	△	△
Brazilian Portuguese	△	O	△	△
Greek	△	O	△	△

O: Supported

△: Supported, but the printer language is displayed in English

*1 The PCL 5e printer driver does not support Brazilian Portuguese and Greek. Use the English version of the driver.

*2 The PCL 6 and PostScript 3 printer drivers use the same interface language as the one specified by your operating system. However, the PostScript 3 printer driver will be displayed in English if your operating system uses one of the following languages: Finnish, Hungarian, Czech, Polish, Portuguese, Russian, Catalan, Turkish, Brazilian Portuguese, and Greek.

TWAIN Driver

This driver is required to scan an original using a scanner. To use the machine as a network TWAIN scanner, this driver must be installed.

File path

The driver is included in the following folder on the CD-ROM:

`\X86\DRIVERS\TWAIN`

Supported Operating System[*1]

Windows Vista/7/8/8.1/10

Windows Server 2003/2003 R2/2008/2008 R2/2012/2012 R2

   *1 TWAIN scanner runs on a 64-bit operating system, but is not compatible with 64-bit applications. Use it with 32-bit applications.

Supported languages

The TWAIN Driver uses the same interface language as the one specified by your operating system.

↓Note

- For details about installing the driver, see page 31 "Installing the TWAIN Driver".

LAN-Fax Driver

This driver is required to use LAN-Fax functions.

File path

The driver is included in the following folder on the CD-ROM:

- 32-bit driver

  `\X86\DRIVERS\LAN-FAX\X86`

- 64-bit driver

  `\X64\DRIVERS\LAN-FAX\X64`

Supported Operating System

Windows Vista/7/8/8.1/10

Windows Server 2003/2003 R2/2008/2008 R2/2012/2012 R2

Supported languages

The interface language is supported in the language specified when installing driver.

↓Note

- For details about installing the driver, see page 33 "Installing the LAN-Fax Driver".

For OS X Users

If you are using OS X, the following limitations apply to each function:

- When using the scanner function, the TWAIN Driver cannot be used.

- When using the fax function, the LAN-Fax Driver cannot be used.

- When using the printer function, use the printer driver for OS X.

  For details, see page 41 "Installing the Printer Driver Under OS X".

1

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2. Installing the Printer Driver

This chapter explains how to install and configure the printer drivers for use on the Windows operating system. Installing procedures on Windows 7 is shown as an example except where indicated.

Confirming the Connection Method

This machine supports network and local connection.

Before installing the printer driver, check how the machine is connected. Follow the driver installation procedure that is appropriate to the connection method.

Network Connection

This machine can be used as a Windows printing port or network printer.

Using the Windows printing port

Network connections can be established through Ethernet.

Available ports are determined based on the combination of Windows operating system version and connection method used.

Windows Server 2003/2003 R2

Connection Method	Available Ports
• Ethernet	• Standard TCP/IP port • IPP port • LPR port

Windows Vista/7/8/8.1/10, Windows Server 2008/2008 R2/2012/2012 R2

Connection Method	Available Ports
• Ethernet	• Standard TCP/IP port • IPP port • LPR port • WSD port

🔽**Note**

- For details about how to install the printer driver for each type of port, see page 15 "Installing the Printer Driver for the Selected Port".

Using as a network printer

This machine can be used as a remote printer using the Windows print server function.

Client OS	Using Server
• Windows Vista • Windows 7 • Windows 8 • Windows 8.1 • Windows 10 • Windows Server 2003/2003 R2 • Windows Server 2008/2008 R2 • Windows Server 2012/2012 R2	• Windows Vista print server • Windows 7 print server • Windows 8 print server • Windows 8.1 print server • Windows 10 print server • Windows Server 2003/2003 R2 print server • Windows Server 2008/2008 R2 print server • Windows Server 2012/2012 R2 print server

🔽**Note**

- For details about how to install the printer driver to print server, see page 22 "Using Windows Print Server".

Local Connection

Local connections can be established via Bluetooth connection.

🔽**Note**

- For details about how to install the printer driver for each method of connections, see page 23 "Installing the Printer Driver for a Local Connection".

Quick Install

You can install the printer drivers easily from the CD-ROM provided with this machine.

Using Quick Install, the PCL 6 printer driver is installed under network environment, and the Standard TCP/IP port will be set.

⭐ **Important**

- **Manage Printers permission is required to install the drivers. Log on as an Administrators group member.**

1. **Click [Quick Install] on the installer screen.**

2. **The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >].**

3. **Click [Next >].**

4. **Select the machine model you want to use in the [Select Printer] dialog box.**

5. **Click [Install].**

6. **Configure the user code, default printer, and shared printer as necessary.**

7. **Click [Continue].**

   The installation starts.

8. **Click [Finish].**

   When you are prompted to restart your computer, restart it by following the instructions that appear.

9. **Click [Exit] in the first window of the installer, and then take out the CD-ROM.**

⬇ **Note**

- If the [User Account Control] dialog box appears during the driver installation procedure, click [Yes] or [Continue].

- If the [Windows Security] dialog box appears during the driver installation procedure, click [Install this driver software anyway].

- A message appears if there is a newer version of the printer driver already installed. If there is, you cannot install the printer driver using Auto Run. If you still want to install the printer driver, use [Add Printer]. See page 39 "Messages Displayed When Installing the Printer Driver".

- The [AutoPlay] dialog box is displayed only for a few seconds under Windows 8/8.1 and Windows Server 2012/2012 R2. If the [AutoPlay] dialog box disappears, use the following procedure to replay the CD-ROM:

    - Windows 8, Windows Server 2012

        1. On the Charm Bar, click [Search], and then click [Computer].

2. Double-click the CD-ROM drive in which the provided CD-ROM is set, and then click "Setup.exe".

- Windows 8.1, Windows Server 2012 R2

   1. On the desktop, right-click the [Start] button, and then click [File Explorer].

   2. Double-click the CD-ROM drive in which the provided CD-ROM is set, and then click "Setup.exe".

- Windows 10

   1. On the desktop, right-click the [Start] button, and then click [File Explorer].

   2. Double-click the CD-ROM drive in which the provided CD-ROM is set.

Installing the Printer Driver for a Network Connection

This section describes the installation procedure of the printer drivers for network connection.

⭐ **Important**

- **Manage Printers permission is required to install the driver. Log on as an Administrators group member.**

🔽 **Note**

- If the [User Account Control] dialog box appears during the driver installation procedure, click [Yes] or [Continue].

- If the [Windows Security] dialog box appears during the driver installation procedure, click [Install this driver software anyway].

- A message appears if there is a newer version of the printer driver already installed. If there is, you cannot install the printer driver using Auto Run. If you still want to install the printer driver, use [Add Printer]. See page 39 "Messages Displayed When Installing the Printer Driver".

- The [AutoPlay] dialog box is displayed only for a few seconds under Windows 8/8.1 and Windows Server 2012/2012 R2. If the [AutoPlay] dialog box disappears, use the following procedure to replay the CD-ROM:

  - Windows 8, Windows Server 2012

    1. On the Charm Bar, click [Search], and then click [Computer].

    2. Double-click the CD-ROM drive in which the provided CD-ROM is set, and then click "Setup.exe".

  - Windows 8.1, Windows Server 2012 R2

    1. On the desktop, right-click the [Start] button, and then click [File Explorer].

    2. Double-click the CD-ROM drive in which the provided CD-ROM is set, and then click "Setup.exe".

  - Windows 10

    1. On the desktop, right-click the [Start] button, and then click [File Explorer].

    2. Double-click the CD-ROM drive in which the provided CD-ROM is set.

Installing the Printer Driver for the Selected Port

Describes the driver installation procedure for each printer port. See the installation procedure for the printer port you are using.

2. Installing the Printer Driver

Port Type	Printer Driver Type	Reference
Standard TCP/IP port	PCL PS3	page 16 "Using the Standard TCP/IP port"
IPP port	PCL PS3	page 16 "Using the IPP port"
LPR port	PCL PS3	page 18 "Using the LPR port"
WSD port	PCL PS3	page 18 "Using the WSD port"

Using the Standard TCP/IP port

PCL   PS3

1. Click [PCL Printer Driver] or [PostScript 3 Printer Driver] on the installer screen.

2. The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >].

3. Select a printer driver you want to use, and then click [Next >].

4. Select [Specify a new port], and then click [Next >].

5. Select [Standard TCP/IP Port], and then click [Next >].

6. Click [Next].

7. Enter the machine name or IP address, and then click [Next].

   When the device type selection appears, select "RICOH Network Printer C model".

8. Click [Finish].

9. Select the [Printer Name:] check box of the machine model you want to use.

10. Configure the user code, default printer, and shared printer as necessary.

11. Click [Continue].

   The installation starts.

12. Click [Finish].

   When you are prompted to restart your computer, restart it by following the instructions that appear.

Using the IPP port

PCL   PS3

⭐Important

- Installation of the certificate is especially necessary for users who want to print via IPP-SSL from Windows Vista/7/8/8.1/10 or Windows Server 2008/2008 R2/2012/2012 R2. For details, consult your administrator.

- If a certificate authority issues a certificate that must be authenticated by an intermediate certificate authority, and the certificate is installed on this machine, an intermediate certificate must be installed on the client computer. Otherwise, validation by the certificate authority will not be performed correctly.

- If validation cannot be performed properly, a warning message informing you that installation is not possible might appear when you try to add a printer using IPP-SSL under Windows Vista/ 7/8/8.1/10 or Windows Server 2008/2008 R2/2012/2012 R2. To enable authentication from the client computer, install the intermediate certificate on the client computer, and then reestablish connection.

- Intermediate certificates cannot be installed on this machine.

1. On the [Start] menu, click [Devices and Printers].

   If you are using a computer that is running Windows 8/8.1 or Windows Server 2012/2012 R2, click [Settings] on the Charm Bar, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

   If you are using a computer that is running Windows 10, right-click the [Start] button on the desktop, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

2. Click [Add a printer].

   If you are using a computer that is running Windows 8/8.1 or Windows Server 2012/2012 R2, proceed to Step 4.

3. Click [Add a network, wireless or Bluetooth printer].

4. Click [The printer that I want isn't listed].

5. In the [Select a shared printer by name] box, enter "http://(machine's IP address or host name)/printer (or ipp)" as the printer's address, and then click [Next].

6. Click [Have Disk...].

7. Click [Browse...], and then specify the location of the INF file.

   If the CD-ROM drive is D, the source files of the printer driver are stored in the following locations:

   - PCL 5e

     32-bit driver D:\X86\DRIVERS\PCL5E\X86\(Language)\DISK1

     64-bit driver D:\X64\DRIVERS\PCL5E\X64\(Language)\DISK1

   - PCL 6

     32-bit driver D:\X86\DRIVERS\PCL6\X86\MUI\DISK1

     64-bit driver D:\X64\DRIVERS\PCL6\X64\MUI\DISK1

   - PostScript 3

     32-bit driver D:\X86\DRIVERS\PS\X86\MUI\DISK1

     64-bit driver D:\X64\DRIVERS\PS\X64\MUI\DISK1

For details about the languages supported in the printer drivers, see page 6 "Supported languages".

8. **Click [Open].**

9. **Click [OK] to close the [Install From Disk] window.**

10. **Select the manufacturer and model name of the machine you want to use, and then click [OK].**

    The installation starts.

11. **Follow the instructions that appear. Modify settings such as printer name and default printer configuration, as necessary. You can also print a test page.**

12. **Click [Finish].**

Using the LPR port

PCL PS3

1. **Click [PCL Printer Driver] or [PostScript 3 Printer Driver] on the installer screen.**

2. **The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >].**

3. **Select a printer driver you want to use, and then click [Next >].**

4. **Select [Specify a new port], and then click [Next >].**

5. **Select [LPR Port], and then click [Next >].**

6. **Enter the machine name or IP address in the [Name or address of server providing lpd:] box.**

7. **Enter "lp" in the [Name of printer or print queue on that server:] box, and then click [OK].**

8. **Select the [Printer Name:] check box of the machine model you want to use.**

9. **Configure the user code, default printer, and shared printer as necessary.**

10. **Click [Continue].**

    The installation starts.

11. **Click [Finish].**

    When you are prompted to restart your computer, restart it by following the instructions that appear.

Using the WSD port

PCL PS3

⭐ **Important**

- The WSD port can be used under Windows Vista/7/8/8.1/10, or Windows Server 2008/2008 R2/2012/2012 R2.

- You can connect to the printer only if both the printer and computer are on the same network segment, or "Network discovery" is enabled. For details, see Windows Help.

Windows Vista, Windows Server 2008

1. On the [Start] menu, click [Network].

2. Right-click the machine's icon, and then click [Install].

3. Click [Locate and install driver software (recommended)].

4. Click [Browse my computer for driver software (advanced)].

5. Click [Browse...], and then specify the location of the INF file.

   If the CD-ROM drive is D, the source files of the printer driver are stored in the following locations:

   - PCL 5e

     32-bit driver D:\X86\DRIVERS\PCL5E\X86\(Language)\DISK1

     64-bit driver D:\X64\DRIVERS\PCL5E\X64\(Language)\DISK1

   - PCL 6

     32-bit driver D:\X86\DRIVERS\PCL6\X86\MUI\DISK1

     64-bit driver D:\X64\DRIVERS\PCL6\X64\MUI\DISK1

   - PostScript 3

     32-bit driver D:\X86\DRIVERS\PS\X86\MUI\DISK1

     64-bit driver D:\X64\DRIVERS\PS\X64\MUI\DISK1

   For details about the languages supported in the printer drivers, see page 6 "Supported languages".

6. Click [Next].

7. Click [Close].

   If installation is successful, the icon of the printer connected to the WSD port will appear in the window for configuring printers.

🔽 **Note**

- The port name that follows "WSD" uses random character strings. It cannot be changed freely.

- To stop the installation, click [Cancel] before the installation is complete. When re-installing the WSD Port, right-click the printer's icon in the [Network] window, and then click [Uninstall].

Windows 7, Windows Server 2008 R2

1. On the [Start] menu, click [Computer].

2. Click [Network].

3. Right-click the machine's icon, and then click [Install].

4. On the [Start] menu, click [Devices and Printers].

5. Click [Add a printer].

6. Click [Add a local printer].

7. Select [Use an existing port:], and then select WSD port.

8. Click [Next].

9. Click [Have Disk...].

10. Click [Browse...], and then specify the location of the INF file.

   If the CD-ROM drive is D, the source files of the printer driver are stored in the following locations:

   • PCL 5e

      32-bit driver D:\X86\DRIVERS\PCL5E\X86\(Language)\DISK1

      64-bit driver D:\X64\DRIVERS\PCL5E\X64\(Language)\DISK1

   • PCL 6

      32-bit driver D:\X86\DRIVERS\PCL6\X86\MUI\DISK1

      64-bit driver D:\X64\DRIVERS\PCL6\X64\MUI\DISK1

   • PostScript 3

      32-bit driver D:\X86\DRIVERS\PS\X86\MUI\DISK1

      64-bit driver D:\X64\DRIVERS\PS\X64\MUI\DISK1

   For details about the languages supported in the printer drivers, see page 6 "Supported languages".

11. Click [OK] to close the [Install From Disk] window.

12. Select the manufacturer and model name of the machine you want to use, and then click [Next].

13. Follow the instructions that appear. Modify settings such as printer name, default printer, and printer sharing configuration, as necessary. You can also print a test page.

14. Click [Finish].

   If installation is successful, the icon of the printer connected to the WSD port will appear in the window for configuring printers.

Note

• To stop installation of the selected driver, click [Cancel] before the installation is complete. When re-installing the WSD Port, right-click the machine's icon in the [Network] window, and then click [Uninstall].

Windows 8/8.1/10, Windows Server 2012/2012 R2

1. **Click [Settings] on the Charm Bar, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].**

   If you are using a computer that is running Windows 10, right-click the [Start] button on the desktop, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

2. **Click any machine icon, and then click [Print server properties].**

3. **Click the [Drivers] tab, and then click [Add].**

4. **Click [Next >].**

5. **Check the [x64] (64 bit) or [X86] (32 bit) check box, and then click [Next >].**

6. **Click [Have Disk...].**

7. **Click [Browse...], and then specify the location of the INF file.**

   If the CD-ROM drive is D, the source files of the printer driver are stored in the following locations:

   - PCL 5e

     32-bit driver D:\X86\DRIVERS\PCL5E\X86\(Language)\DISK1

     64-bit driver D:\X64\DRIVERS\PCL5E\X64\(Language)\DISK1

   - PCL 6

     32-bit driver D:\X86\DRIVERS\PCL6\X86\MUI\DISK1

     64-bit driver D:\X64\DRIVERS\PCL6\X64\MUI\DISK1

   - PostScript 3

     32-bit driver D:\X86\DRIVERS\PS\X86\MUI\DISK1

     64-bit driver D:\X64\DRIVERS\PS\X64\MUI\DISK1

   For details about the languages supported in the printer drivers, see page 6 "Supported languages".

8. **Click [OK].**

9. **Select the manufacturer and model name of the machine you want to use, and then click [Next >].**

10. **Click [Finish].**

11. **Click [Close] to close the print server properties window.**

12. **Click [Add a Printer] on the [Devices and Printers] window.**

13. **Click [The printer that I want isn't listed].**

14. **Select [Add a Bluetooth, wireless or network discoverable printer], and then click [Next].**

15. **Select the machine you want to use, and then click [Next].**

Using Windows Print Server

PCL   PS3

1. **Click [PCL Printer Driver] or [PostScript 3 Printer Driver] on the installer screen.**

2. **The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >].**

3. **Select a printer driver you want to use, and then click [Next >].**

4. **Select [Specify a new port], and then click [Next >].**

5. **Select [Network Printer], and then click [Next >].**

6. **Double-click the computer name you want to use as a print server in the [Browse for Printer] window.**

7. **Select the machine you want to use, and then click [OK].**

8. **Select the [Printer Name:] check box of the machine model you want to use.**

9. **Configure the user code, default printer, and shared printer as necessary.**

10. **Click [Continue].**

    The installation starts.

11. **Click [Finish].**

    When you are prompted to restart your computer, restart it by following the instructions that appear.

Installing the Printer Driver for a Local Connection

This section describes the installation procedure of the printer drivers for Bluetooth connection.

⭐ Important

- **Manage Printers permission is required to install the driver. Log on as an Administrators group member.**

⬇ Note

- If the [User Account Control] dialog box appears in driver installation procedure, click [Yes] or [Continue].

- If the [Windows Security] dialog box appears in driver installation procedure, click [Install this driver software anyway].

- A message appears if there is a newer version of the printer driver already installed. If there is, you cannot install the printer driver using Auto Run. If you still want to install the printer driver, use [Add Printer]. See page 39 "Messages Displayed When Installing the Printer Driver".

- The [AutoPlay] dialog box is displayed only for a few seconds under Windows 8/8.1 and Windows Server 2012/2012 R2. If the [AutoPlay] dialog box disappears, use the following procedure to replay the CD-ROM:

    - Windows 8, Windows Server 2012

        1. On the Charm Bar, click [Search], and then click [Computer].

        2. Double-click the CD-ROM drive in which the provided CD-ROM is set, and then click "Setup.exe".

    - Windows 8.1, Windows Server 2012 R2

        1. On the desktop, right-click the [Start] button, and then click [File Explorer].

        2. Double-click the CD-ROM drive in which the provided CD-ROM is set, and then click "Setup.exe".

    - Windows 10

        1. On the desktop, right-click the [Start] button, and then click [File Explorer].

        2. Double-click the CD-ROM drive in which the provided CD-ROM is set.

Bluetooth Connection

Supported profiles and restrictions

Supported Profiles

- SPP (Serial Port Profile)
- HCRP (Hardcopy Cable Replacement Profile)
- BIP (Basic Imaging Profile)

Restrictions on SPP, HCRP

- A maximum of two Bluetooth adaptor or Bluetooth-equipped computers can be connected at the same time using the Bluetooth interface: one by SPP, one by HCRP.
- When connecting more than one Bluetooth adaptor or Bluetooth-equipped computer at the same time, the first device that establishes connection is selected. When selecting the connection between the other devices, cancel the first established connection.
- SPP connection does not support bidirectional communications.
- HCRP connection supports bidirectional communications.

Restrictions on BIP

- PostScript 3 must be installed on the printer to connect via BIP.
- Only one Bluetooth adaptor or Bluetooth-equipped computer can be connected via BIP.
- Only JPEG images can be printed using BIP.
- User codes are disabled for BIP.
- You cannot print if print functions are restricted.
- Some printers do not support BIP.

Adding a Bluetooth printer

⭐ Important

- To connect to a Bluetooth printer, your computer must have a Bluetooth device installed. Make sure a Bluetooth device is installed on your computer.

Windows Server 2003/2003 R2

1. On the [Start] menu, click [Printers and Faxes].
2. Click [Add a printer].
3. Click [Next].

4. **Click [Bluetooth Printer], and then click [Next].**

   The computer begins searching for available Bluetooth printers.

   If a new printer is discovered, the [Found New Hardware Wizard] window appears. To ignore a discovered device and continue searching, click [Cancel]. The computer resumes searching for other available Bluetooth printers.

5. **Click [No, I will not connect], and then click [Next].**

6. **Click [Install from a list or specific location (Advanced)], and then click [Next].**

7. **Select the [Search removable media (floppy, CD-ROM...)] check box, and then click [Next].**

8. **If the [Hardware Installation] window appears, click [Continue].**

9. **If the installation was successful, click [Finish].**

10. **Select [Test Print], and then click [Next].**

11. **Click [Finish].**

⬇ **Note**

- Actual Bluetooth printer operations will vary according to your Bluetooth device and/or Bluetooth-installed computer. For details, see the Help supplied with your Bluetooth device and/or Bluetooth-equipped computer.

- After printing the test page, check it. If there is a problem with the test page, click [Troubleshooting] in the test print window. If there is no problem with the test page, click [Close] to close the window.

Windows Vista, Windows Server 2008

1. **On the [Start] menu, click [Control Panel].**

2. **In the "Hardware and Sound" area, click [Printers].**

3. **In the top part of the window, click [Add a printer].**

4. **In the [Add Printer] window, select [Add a network, wireless or Bluetooth printer], and then click [Next].**

   The computer begins searching for available Bluetooth devices.

5. **From the list of discovered devices, select the machine you want to use, and then click [Next].**

   All discovered wireless printers appear in the list of discovered printers, not only Bluetooth printers.

   Make sure the machine you select is a Bluetooth printer.

6. **Click [Browse my computer for driver software (advanced)] on the [Found New Hardware] display.**

7. **In the [Found New Hardware] window, select the printer driver you want to use, and then click [Next].**

   The installation starts.

8. **If the [Windows Security] window appears, click [Install this driver software anyway].**

9. **Click [Close].**

10. **If you want to change the printer name, enter the new name in the [Printer Name Settings] window.**

11. **If you want to print a test page, click [Printing Test Page] on the "Test Print" page.**

    Otherwise, click [Finish].

🔽Note

- After printing the test page, check it. If there is a problem with the test page, click [Troubleshooting] in the test print window. If there is no problem with the test page, click [Close] to close the window.

Windows 7, Windows Server 2008 R2

1. **On the [Start] menu, click [Devices and Printers].**

2. **Click any machine icon, and then click [Print server properties].**

3. **Click the [Drivers] tab, and then click [Add...].**

4. **Click [Next].**

5. **Check the [x64] (64 bit) or [X86] (32 bit) check box, and then click [Next].**

6. **Click [Have Disk...].**

7. **Click [Browse...], and then specify the location of the INF file.**

    If the CD-ROM drive is D, the source files of the printer driver are stored in the following locations:

    - PCL 5e

      32-bit driver D:\X86\DRIVERS\PCL5E\X86\(Language)\DISK1

      64-bit driver D:\X64\DRIVERS\PCL5E\X64\(Language)\DISK1

    - PCL 6

      32-bit driver D:\X86\DRIVERS\PCL6\X86\MUI\DISK1

      64-bit driver D:\X64\DRIVERS\PCL6\X64\MUI\DISK1

    - PostScript 3

      32-bit driver D:\X86\DRIVERS\PS\X86\MUI\DISK1

      64-bit driver D:\X64\DRIVERS\PS\X64\MUI\DISK1

    For details about the languages supported in the printer drivers, see page 6 "Supported languages".

8. **Click [OK].**

9. **Select the manufacturer and model name of the machine you want to use, and then click [Next].**

10. **Click [Finish].**

11. **Click [Close] to close the print server properties window.**

12. **Click [Add a printer] on the [Devices and Printers] window.**

13. **Click [Add a network, wireless or Bluetooth printer].**

14. **Click [The printer that I want isn't listed].**

15. **Select [Add a Bluetooth printer], and then click [Next].**

    The computer begins searching for available Bluetooth devices.

16. **From the list of discovered devices, select the machine you want to use, and then click [OK].**

17. **Follow the instructions that appear. Modify settings such as printer name and shared printer configuration, as necessary. You can also print a test page.**

18. **Click [Finish].**

↓ Note

- After printing the test page, check it. If there is a problem with the test page, click [Troubleshooting] in the test print window. If there is no problem with the test page, click [Close] to close the window.

Windows 8/8.1/10, Windows Server 2012/2012 R2

1. **Click [Settings] on the Charm Bar, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].**

    If you are using a computer that is running Windows 10, right-click the [Start] button on the desktop, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

2. **Click any machine icon, and then click [Print server properties].**

3. **Click the [Drivers] tab, and then click [Add].**

4. **Click [Next].**

5. **Check the [x64] (64 bit) or [X86] (32 bit) check box, and then click [Next].**

6. **Click [Have Disk...].**

7. **Click [Browse...], and then specify the location of the INF file.**

    If the CD-ROM drive is D, the source files of the printer driver are stored in the following locations:

    - PCL 5e

        32-bit driver D:\X86\DRIVERS\PCL5E\X86\(Language)\DISK1

        64-bit driver D:\X64\DRIVERS\PCL5E\X64\(Language)\DISK1

    - PCL 6

        32-bit driver D:\X86\DRIVERS\PCL6\X86\MUI\DISK1

        64-bit driver D:\X64\DRIVERS\PCL6\X64\MUI\DISK1

    - PostScript 3

32-bit driver D:\X86\DRIVERS\PS\X86\MUI\DISK1

64-bit driver D:\X64\DRIVERS\PS\X64\MUI\DISK1

For details about the languages supported in the printer drivers, see page 6 "Supported languages".

8. **Click [OK].**

9. **Select the manufacturer and model name of the machine you want to use, and then click [Next].**

10. **Click [Finish].**

11. **Click [Close] to close the print server properties window.**

12. **Click [Add a printer] on the [Devices and Printers] window.**

13. **Click [The printer that I want isn't listed].**

14. **Select [Add a Bluetooth, wireless or network discoverable printer], and then click [Next].**

    The computer begins searching for available Bluetooth devices.

15. **From the list of discovered devices, select the machine you want to use, and then click [Next].**

16. **Click [Next].**

17. **Follow the instructions that appear. Modify settings such as printer name and shared printer configuration, as necessary. You can also print a test page.**

18. **Click [Finish].**

⬇ Note

- After printing the test page, check it. If there is a problem with the test page, click [Troubleshooting] in the test print window. If there is no problem with the test page, click [Close] to close the window.

Configuring Option Settings for the Printer

When bidirectional communication works correctly, your computer obtains information about option, paper size and paper feed direction settings from the machine automatically. Bidirectional communication also allows you to monitor machine status.

When bidirectional communication is disabled, you have to set up option, paper size and paper feed direction settings on your computer manually.

⭐ **Important**

- Manage Printers permission is required to enable bidirectional communication or to configure the option settings. Log on as an Administrators group member.

Conditions for Bidirectional Communication

To support bidirectional communication, the following conditions must be met:

When connected with the network

- The Standard TCP/IP port must be used.
- In addition to the above, one of the following conditions must also be met:
  - The TCP/IP protocol or the IPP protocol is used. (When using the IPP protocol, the IPP port name must include the IP address.)

🔽 **Note**

- The PCL 6 and PostScript 3 printer drivers support bidirectional communication and automatic printer status updates.
- To obtain printer information automatically using the bidirectional communication function of the PCL 6 or PostScript 3 printer driver, you must select the [Automatically Update Printer Information] check box on the [Accessories] tab in the printer driver's properties window.
- The PCL 5e printer driver supports bidirectional communication. You can update the printer status manually.

If Bidirectional Communication is Disabled

This section describes how to set up option, paper size and paper feed direction settings on your computer manually.

1. **Open the printer window.**
   - Windows Server 2003/2003 R2:

     On the [Start] menu, select [Printers and Faxes].
   - Windows Vista, Windows Server 2008:

On the [Start] menu, select [Control Panel], and then click [Printers] in [Hardware and Sound] category.

- Windows 7, Windows Server 2008 R2:

  On the [Start] menu, select [Devices and Printers].

- Windows 8/8.1/10, Windows Server 2012/2012 R2:

  Click [Settings] on the Charm Bar, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

  If you are using a computer that is running Windows 10, right-click the [Start] button on the desktop, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

2. **Open the printer properties dialog box.**

   - Windows Vista, Windows Server 2003/2003 R2/2008:

     Right-click the machine's icon, and then click [Properties].

   - Windows 7/8/8.1/10, Windows Server 2008 R2/2012/2012 R2:

     Right-click the machine's icon, and then click [Printer properties].

3. **Click the [Accessories] tab.**

   If options in the [Accessories] tab are disabled, bidirectional connection is enabled. In this case, no change is necessary for option settings.

4. **Select options installed from the [Options] area, and then make the necessary settings.**

5. **Click [Change Input Tray Settings...].**

6. **In [Input Tray:] select which trays to use, and then, in [Paper Size:] select the size of the paper that you want to load in each tray.**

   Click [Modify Input Tray/Paper Size] to apply the setting for each tray.

7. **Click [OK].**

8. **Click [Apply].**

9. **Click [OK] to close the printer properties window.**

Note

- For details about making option settings for the machine using OS X, see page 43 "Configuring Option Settings for the Printer Under OS X".

3. Installing the Scanner Driver

This chapter explains how to install the TWAIN Driver on a client computer. Installing procedures on Windows 7 is shown as an example except where indicated.

Installing the TWAIN Driver

To use the network TWAIN scanner, you must install the TWAIN Driver on a client computer.

⭐ **Important**

- **To use this machine as a network TWAIN scanner, a TWAIN-compliant application must be installed on the client computer.**

1. **Click [TWAIN Driver] on the installer screen.**

2. **The installer of the TWAIN Driver starts. Follow the instructions.**

🔽 **Note**

- The [AutoPlay] dialog box is displayed only for a few seconds under Windows 8/8.1 and Windows Server 2012/2012 R2. If the [AutoPlay] dialog box disappears, use the following procedure to replay the CD-ROM:

  - Windows 8, Windows Server 2012

    1. On the Charm Bar, click [Search], and then click [Computer].

    2. Double-click the CD-ROM drive in which the provided CD-ROM is set, and then click "Setup.exe".

  - Windows 8.1, Windows Server 2012 R2

    1. On the desktop, right-click the [Start] button, and then click [File Explorer].

    2. Double-click the CD-ROM drive in which the provided CD-ROM is set, and then click "Setup.exe".

  - Windows 10

    1. On the desktop, right-click the [Start] button, and then click [File Explorer].

    2. Double-click the CD-ROM drive in which the provided CD-ROM is set.

- Before you start the installation, check the system requirements for the TWAIN Driver. For details about the system requirements, see page 5 "Software and Utilities Included on the CD-ROM".

- When the installation is complete, a message about restarting the client computer may appear. In this case, restart the client computer.

- After the installation is complete, a folder with the name of the machine in use is added in [Programs], [All Programs], [Apps], or [All apps] on the [Start] menu. Help can be displayed from here.

- Notes on using the network TWAIN scanner are provided in "Readme.txt". Be sure to read them before use.

4. Installing the Facsimile Driver

This chapter explains how to install and configure the LAN-Fax Driver on a client computer. Installing procedures on Windows 7 is shown as an example except where indicated.

Installing the LAN-Fax Driver

Address Book, LAN-Fax Cover Sheet Editor, and MFP Address Book Downloader are installed with the LAN-Fax Driver. Address Book helps you edit LAN-Fax transmission destinations. LAN-Fax Cover Sheet Editor helps you edit LAN-Fax cover sheets. MFP Address Book Downloader allows you to save the address book registered in the machine as a CSV file on your computer.

⭐ **Important**

- Manage Printers permission is required to install the drivers. Log on as an Administrators group member.
- In an IPv6 environment, you cannot use the Standard TCP/IP port.

Specifying the Same Port as the Printer Driver

If a port name that is the same as one that is already in use by the existing driver is specified, the LAN-Fax Driver installation may fail. If the printer driver is already installed, make sure that the port numbers of the LAN-Fax Driver and the printer driver match.

1. Click [LAN-Fax Driver] on the installer screen.
2. The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >].
3. Click [Next >].
4. Select the same port as the one selected in the printer driver from the [Select from the port list], and then click [Next >].
5. Configure the user code, default printer, and shared printer as necessary.
6. Click [Continue].

   The installation starts.
7. Click [Finish].

⬇ **Note**

- If the [User Account Control] dialog box appears in driver installation procedure, click [Yes] or [Continue].
- If the [Windows Security] dialog box appears in driver installation procedure, click [Install this driver software anyway].

- The [AutoPlay] dialog box is displayed only for a few seconds under Windows 8/8.1 and Windows Server 2012/2012 R2. If the [AutoPlay] dialog box disappears, use the following procedure to replay the CD-ROM:

  - Windows 8, Windows Server 2012

    1. On the Charm Bar, click [Search], and then click [Computer].

    2. Double-click the CD-ROM drive in which the provided CD-ROM is set, and then click "Setup.exe".

  - Windows 8.1, Windows Server 2012 R2

    1. On the desktop, right-click the [Start] button, and then click [File Explorer].

    2. Double-click the CD-ROM drive in which the provided CD-ROM is set, and then click "Setup.exe".

  - Windows 10

    1. On the desktop, right-click the [Start] button, and then click [File Explorer].

    2. Double-click the CD-ROM drive in which the provided CD-ROM is set.

Specifying the Port When Installing the LAN-Fax Driver

To specify a port that is different from the printer driver when installing the LAN-Fax Driver, see the installation procedure of the printer driver.

If places where the procedure or description differs depending on the driver to be installed, replace the corresponding procedure or description accordingly, and install the driver.

Installation procedures	Corresponding items to replace
page 16 "Using the Standard TCP/IP port"	1, 2
page 16 "Using the IPP port"	3
page 18 "Using the LPR port"	1, 2

List of Items to Replace

No.	Items to be replaced	Procedure/description in the printer driver	Procedure/description in the LAN-Fax Driver
1	The name of the button that starts the installation procedure	Click [PCL Printer Driver] or [PostScript 3 Printer Driver].	Click [LAN-Fax Driver].

No.	Items to be replaced	Procedure/description in the printer driver	Procedure/description in the LAN-Fax Driver
2	The procedures in the [Install Printer Driver] dialog box	Select the check box of the machine model you want to use.	Select [Printer Name: <LAN-Fax Generic>].
3	The destination folder in which the driver files are stored	The destination folder is written in the description.	The LAN-Fax Driver is installed in the following folder: • 32-bit driver X86\DRIVERS\LAN-FAX\X86\DISK1 • 64-bit driver X64\DRIVERS\LAN-FAX\X64\DISK1

4

Setting LAN-Fax Driver Properties

Note

- Manage Printers permission is required to set the properties for the LAN-Fax Driver. Log on as an Administrators group member.

- The method for selecting the LAN-Fax Driver will vary according to your operating system. For details, see Windows Help.

Setting Print Properties

This section explains how to make settings such as paper size or resolution.

1. **Open the printer window.**

    - Windows Server 2003/2003 R2:

        On the [Start] menu, select [Printers and Faxes].

    - Windows Vista, Windows Server 2008:

        On the [Start] menu, select [Control Panel], and then click [Printers] in [Hardware and Sound] category.

    - Windows 7, Windows Server 2008 R2:

        On the [Start] menu, select [Devices and Printers].

    - Windows 8/8.1/10, Windows Server 2012/2012 R2:

        Click [Settings] on the Charm Bar, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

        If you are using a computer that is running Windows 10, right-click the [Start] button on the desktop, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

2. **Open the printer properties dialog box.**

    - Windows Vista, Windows Server 2003/2003 R2/2008:

        Right-click the [LAN-Fax Generic] icon, and then click [Properties].

    - Windows 7/8/8.1/10, Windows Server 2008 R2/2012/2012 R2:

        Right-click the [LAN-Fax Generic] icon, and then click [Printing preferences].

3. **To set the following properties.**

    - Document Size:

    - Orientation:

    - Input Tray:

    - Resolution:

- Spool Data in EMF Format

4. **Click [Apply].**

5. **Click [OK].**

Configuring Option Settings for the Facsimile

1. **Open the printer windows.**

   - Windows Server 2003/2003 R2:

     On the [Start] menu, select [Printers and Faxes].

   - Windows Vista, Windows Server 2008:

     On the [Start] menu, select [Control Panel], and then click [Printers] in [Hardware and Sound] category.

   - Windows 7, Windows Server 2008 R2:

     On the [Start] menu, select [Devices and Printers].

   - Windows 8/8.1/10, Windows Server 2012/2012 R2:

     Click [Settings] on the Charm Bar, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

     If you are using a computer that is running Windows 10, right-click the [Start] button on the desktop, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

2. **Open the printer properties dialog box.**

   - Windows Vista, Windows Server 2003/2003 R2/2008:

     Right-click the [LAN-Fax Generic] icon, and then click [Properties].

   - Windows 7/8/8.1/10, Windows Server 2008 R2/2012/2012 R2:

     Right-click the [LAN-Fax Generic] icon, and then click [Printer properties].

3. **Click the [Accessories] tab, and then make the settings for the option configuration.**

4. **Select the check boxes for the installed optional units.**

5. **Click [Apply].**

   Option configuration settings are complete.

6. **Click [OK].**

[Accessories] tab

The [Accessories] tab contains the following items besides option configuration items.

Misc

- Enable Email

  Check this when using Internet Fax with the LAN-Fax function.

- Prohibit manual destination entry

  Select this check box when manual destination entry is set as prohibited from the machine.

- No. of Entries to Fix Destination

  Specify the number of entries to fix the destinations when to enter destinations directly. You can enter a value between 1 and 15.

- Check Destination

  Select the check box to confirm the destinations before sending.

IP-Fax

To use IP-Fax, select the [Enable IP-Fax] check box, and then specify the protocol in [Valid protocol:].

🔽Note

- If the options on this machine are not configured as instructed, LAN-Fax functions may fail.

- If this machine is connected to a network, configuration of each option installed on the machine will be performed automatically. If the settings do not match the installed optional units, click [Update Now].

5. Troubleshooting

This chapter provides solutions for driver installation problems.

Messages Displayed When Installing the Printer Driver

This section describes what to do if a message appears when installing the printer driver.

Message number 58 or 34 indicates that the printer driver cannot be installed using Auto Run. Install the printer driver using Add Printer Wizard.

Message number 58 appears if there is a newer version of the printer driver already installed.

1. **Open the printer window.**

    - Windows Server 2003/2003 R2:

        On the [Start] menu, select [Printers and Faxes].

    - Windows Vista, Windows Server 2008:

        On the [Start] menu, select [Control Panel], and then click [Printers] in [Hardware and Sound] category.

    - Windows 7, Windows Server 2008 R2:

        On the [Start] menu, select [Devices and Printers].

    - Windows 8/8.1/10, Windows Server 2012/2012 R2:

        Click [Settings] on the Charm Bar, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

        If you are using a computer that is running Windows 10, right-click the [Start] button on the desktop, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

2. **Click [Add a printer].**

3. **Follow the instructions in Add Printer Wizard.**

    If the CD-ROM drive is D, the source files of the printer driver are stored in the following locations:

    - PCL 5e

        32-bit driver D:\X86\DRIVERS\PCL5E\X86\(Language)\DISK1

        64-bit driver D:\X64\DRIVERS\PCL5E\X64\(Language)\DISK1

    - PCL 6

        32-bit driver D:\X86\DRIVERS\PCL6\X86\MUI\DISK1

        64-bit driver D:\X64\DRIVERS\PCL6\X64\MUI\DISK1

    - PostScript 3

32-bit driver D:\X86\DRIVERS\PS\X86\MUI\DISK1

64-bit driver D:\X64\DRIVERS\PS\X64\MUI\DISK1

For details about the languages supported in the printer drivers, see page 6 "Supported languages".

4. **Specify a port.**

🔽**Note**

- Available ports vary according to your Windows operating system or the type of interface. For details, see page 11 "Confirming the Connection Method".

6. Installing the Printer Driver Under OS X

This chapter explains how to install and configure the printer drivers for use on the OS X operating system.

Installing the PPD Files

To print using the printer specific features under OS X, install the PPD files.

⭐ **Important**

- You need an administrator name and a password (phrase). For details, consult your network administrator.

- For the latest information on the corresponding operating system, see the "Readme.txt" file, located on the CD-ROM root directory.

1. **Double-click the [Mac OS X] folder.**

2. **Double-click the [(brand name)] folder.**

3. **Double-click the [MacOSX PPD Installer] folder.**

4. **Double-click the package file icon.**

5. **Follow the instructions on the screen.**

⬇ **Note**

- The PPD files will be automatically installed in the following location:

    - \Library\Printers\PPDs\Contents\Resources\

Registering the Printer

To use the machine, the printer must be registered in the printer list.

Make sure the machine and computer are connected and turned on, and perform the following procedure.

For details about how to connect the machine to the computer, see "Connecting the Machine", Connecting the Machine/ System Settings.

⬇Note

- The operating procedure under OS X differs depending on the version of the operating system. Consult the procedure described in this manual, and make the necessary settings according to the manual of each version.

Network Connection

1. **Start System Preferences.**
2. **Click [Print & Scan] or [Printers & Scanners].**
3. **Click the [⁺] button.**

   If you are using OS X 10.9 or later, click [Add Printer or Scanner...].

4. **Click [Default].**
5. **Select the printer that has "Bonjour" indicated in the [Kind] column.**

   If the printer name is not displayed, select the icon that corresponds to your network environment (TCP/IP, etc.).

6. **Select the printer you are using from the [Print Using:] or [Use:] pop-up menu.**

   If the printer you are using is not selected in [Print Using:] or [Use:], select its manufacturer in the [Select Printer Software...] or [Select Software...] pop-up menu, and then select the PPD file of the printer. For the location of the PPD files, see page 41 "Installing the PPD Files".

7. **Click [Add].**

   If the option settings need to be configured, click [Configure...] in the dialog box that appears, and then configure the option settings.

8. **Quit System Preferences.**

Configuring Option Settings for the Printer Under OS X

This section explains how to configure the printer driver.

1. **Start System Preferences.**
2. **Click [Print & Scan] or [Printers & Scanners].**
3. **Select the printer you are using, and then click [Options & Supplies...].**
4. **Click [Driver] or [Options], and then configure settings as needed.**
5. **Click [OK].**
6. **Quit System Preferences.**

⬇ Note

- If the option you want to select is not displayed, PPD files may not be set up correctly. To complete the setup, check the name of the PPD file displayed in the dialog box.

6

6

7. Appendix

Updating or Deleting the Driver

⭐ **Important**

- Administrator permission is required to update or delete the driver in use. Log on as an Administrators group member.

- For driver updates, select a driver that is compatible with the printer and driver type you are using. An error may result if you select a driver that is not compatible with the printer and driver type.

⬇ **Note**

- If the [User Account Control] dialog box appears, click [Yes] or [Continue].

- If the [Windows Security] dialog box appears, click [Install this driver software anyway].

Updating the Driver

Printer driver / LAN-Fax driver

You can download the most recent version of the driver from the manufacturer's Web site. Download the latest driver, and then perform the following procedure.

1. **Open the printer window.**

   - Windows Server 2003/2003 R2:

     On the [Start] menu, select [Printers and Faxes].

   - Windows Vista, Windows Server 2008:

     On the [Start] menu, select [Control Panel], and then click [Printers] in [Hardware and Sound] category.

   - Windows 7, Windows Server 2008 R2:

     On the [Start] menu, select [Devices and Printers].

   - Windows 8/8.1/10, Windows Server 2012/2012 R2:

     Click [Settings] on the Charm Bar, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

     If you are using a computer that is running Windows 10, right-click the [Start] button on the desktop, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

2. **Open the printer properties dialog box.**

   - Windows Vista, Windows Server 2003/2003 R2/2008:

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Right-click the machine's icon, and then click [Properties].

- Windows 7/8/8.1/10, Windows Server 2008 R2/2012/2012 R2:

Right-click the machine's icon, and then click [Printer properties].

3. **Click the [Advanced] tab.**

4. **Click [New Driver...], and then click [Next].**

5. **Click [Have Disk...].**

6. **Click [Browse...], and then select the driver location.**

7. **Click [OK].**

8. **Select the machine model, and then click [Next].**

9. **Click [Finish].**

   The driver update starts.

10. **Click [Apply].**

11. **Click [OK] to close the printer properties window.**

12. **Restart the computer.**

PPD files (OS X), TWAIN driver

You can download the most recent version of the drivers from the manufacturer's Web site.

Delete the old version of the driver first, and then install the new driver. For details about how to delete the driver, see page 46 "Deleting the Driver".

Deleting the Driver

Printer driver / LAN-Fax driver

Windows Server 2003/2003 R2

1. **On the [Start] menu, click [Printers and Faxes].**

2. **Right-click the icon of the machine you want to delete, and then click [Delete].**

3. **Click [Server Properties] on the [File] menu.**

4. **Click the [Drivers] tab.**

5. **Select the driver you want to delete, and then click [Remove].**

6. **Click [Yes].**

7. **Click [Close] to close the print server properties window.**

Windows Vista, Windows Server 2008

1. On the [Start] menu, select [Control Panel], and then click [Printers] in [Hardware and Sound] category.

2. Right-click the icon of the machine you want to delete, and then click [Delete].

3. On the [File] menu, point to [Run as administrator], and then click [Server Properties...].

4. Click the [Drivers] tab.

5. Select the driver you want to delete, and then click [Remove...].

6. Select [Remove driver and driver package.], and then click [OK].

7. Click [Yes].

8. Click [Delete].

9. Click [OK].

10. Click [Close] to close the print server properties window.

Windows 7/8/8.1/10, Windows Server 2008 R2/2012/2012 R2

1. On the [Start] menu, click [Devices and Printers].

   If you are using a computer that is running Windows 8/8.1 or Windows Server 2012/2012 R2, click [Settings] on the Charm Bar, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

   If you are using a computer that is running Windows 10, right-click the [Start] button on the desktop, and then click [Control Panel]. When the [Control Panel] window appears, click [View devices and printers].

2. Right-click the icon of the machine you want to delete, and then click [Remove device].

3. Click [Yes].

4. Click any machine icon, and then click [Print server properties].

5. Click the [Drivers] tab.

6. Click the [Change Driver Settings] button if it is displayed.

7. Select the driver you want to delete, and then click [Remove...].

8. Select [Remove driver and driver package.], and then click [OK].

9. Click [Yes].

10. Click [Delete].

11. Click [OK].

12. Click [Close] to close the print server properties window.

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PPD files (OS X)

1. **Start System Preferences.**

2. **Click [Print & Scan] or [Printers & Scanners].**

3. **Select the printer you want to delete, click the [−] button.**

4. **Click [Delete Printer].**

TWAIN driver

1. **Start uninstaller.**

   - Windows Server 2003/2003 R2:

     On the [Start] menu, select [Control Panel], and then click [Add or Remove Programs].

   - Windows Vista/7, Windows Server 2008/2008 R2:

     On the [Start] menu, select [Control Panel], and then click [Uninstall a program].

   - Windows 8/8.1/10, Windows Server 2012/2012 R2:

     Click [Settings] on the Charm Bar, and then click [Control Panel]. When the [Control Panel] window appears, click [Uninstall a program].

     If you are using a computer that is running Windows 10, right-click the [Start] button on the desktop, and then click [Control Panel].

2. **Remove the TWAIN driver.**

   - Windows Server 2003/2003 R2:

     1. Select the driver you want to delete.

     2. Click [Change/Remove].

   - Windows Vista/7/8/8.1/10, Windows Server 2008/2008 R2 /2012/2012 R2:

     1. Select the driver you want to delete.

     2. Click [Uninstall/Change] or [Uninstall].

3. **Quit uninstaller.**

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