



# Quick Reference Printer Guide

## ➔ Please follow these instructions using your PC ➔

An optional printer unit is required to use the printer function.

### How to install the printer driver (Standard TCP/IP)

- Use the following procedures to install the printer drivers for Windows XP. Depending on your computer's operating system, the installation procedure might differ slightly from that shown in this manual. If this is the case, refer to "Using the Standard TCP/IP Port", *Printer Reference*.

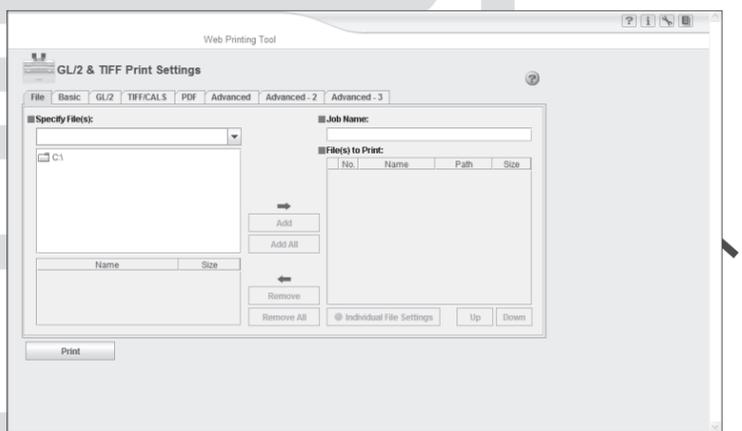
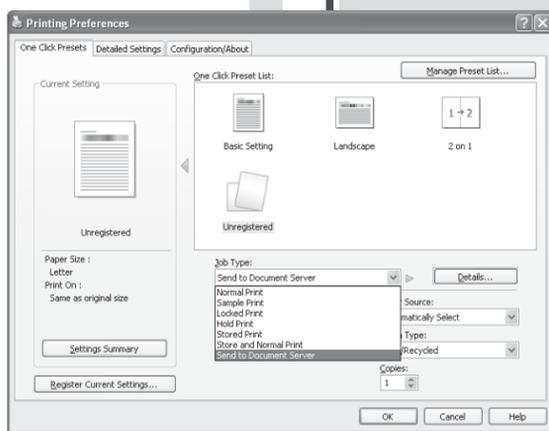
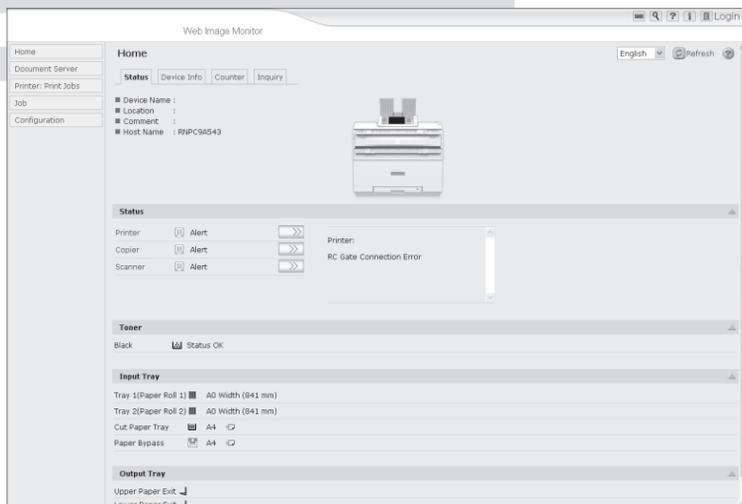
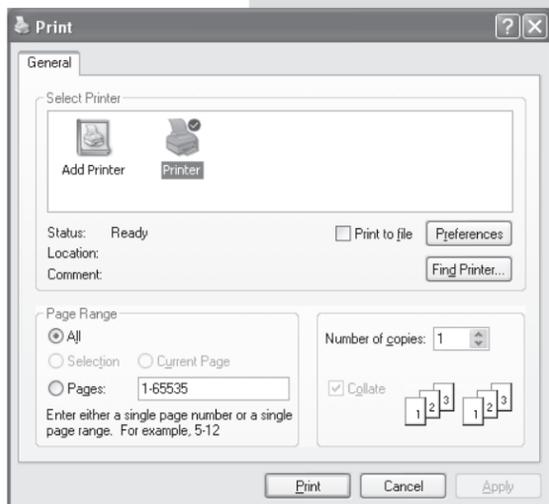
  - Insert the CD-ROM into the CD-ROM drive.
  - Select an interface language, and then click [OK].
  - Click [PostScript 3 Printer Driver].
  - Click [Next >].
  - Click [Local printer attached to this computer], and then click [Next >].
  - Click [Create a new port:].
  - Click [Standard TCP/IP Port] in [Type of port], and then click [Next >].
  - Click [Next >] in the [Add Standard TCP/IP Printer Port Wizard] dialog box.
  - Enter the machine name or IP address in the [Printer Name or IP Address] box.  
The [Port Name] text box automatically obtains a port name. Change this name if necessary.  
When screen for Device selection appears, select "RICOH NetworkPrinter Driver C Model".
  - Click [Next >].
  - Click [Finish] in the [Add Standard TCP/IP Printer Port Wizard] dialog box.
  - Check that the name of the machine whose driver you want to install is selected, and then click [Next >].
  - Change the machine name if you want, and then click [Next >].  
Select the [Yes] check box to configure the machine as default.
  - Specify whether or not to print a test page, and then click [Next >].
  - Click [Finish].

### Downloading the printer driver

- If your operating system is Windows XP Pro x64, Windows Vista x64, Windows 7 x64, or Windows Server 2003 x64 / 2003 R2 x64 / 2008 x64, 2008 R2 x64, you must download the printer driver from the manufacturer's Web site. For details, see "Installing the Printer Driver", *Printer Reference*.

### Using the HDI driver for AutoCAD...

- Why use it?**
- The HDI driver for the AutoCAD 2000 series is provided to work specifically with the AutoCAD 2000 series of CAD applications. Also, the HDI driver is specially designed for use in environments where AutoCAD 2000 applications are running.
  - Using the HDI driver reduces print data size, enabling faster printing.



### How to use Web Image Monitor...

- Start your Web browser.
- In your browser's address bar, enter the following: `http://machine's IP address/`
- Select one of the following functions:
  - Home
  - Document Server
  - Printer: Print Jobs
  - Job
  - Configuration

### Why use Web Image Monitor?

- To access the machine anywhere via a Web browser.
- To provide you with the convenience of managing certain functions from your computer.

For details about Web Image Monitor, see "Using Web Image Monitor", *Network and System Settings Reference*.

### How to use Web Printing Tool...

- Start your Web browser.
- In your browser's address bar, enter the following: `http://machine's IP address/webprint/index.html`
- In the menu area to the left, click the menu item corresponding to the function you want to know about. The page for the selected menu item appears in the work area to the right.
- Use the displayed page to make settings for printing.

### Why use Web Printing Tool?

- To print GL/2 and TIFF/CALS files, make print settings, and acquire system logs via a Web browser.
- Web Printing Tool requires Java Runtime Environment.
- Download it from the following web site: <http://www.java.com/>

### How to prepare for printing...

- On the [Start] menu, click [Printers and Faxes].
- Right-click the icon of the printer you want to use, and then click [Set as Default Printer].
- On the [File] menu, click [Properties].
- If you get the "Configure..." message, click [OK].
- On the [Accessories] tab, select the options and specify the paper trays you want to use.
- Specify the paper size of the original, and then click the [General] tab.
- Click [Printing Preferences...]. Make your settings under [One Click Presets], [Detailed Settings], and [Configuration/About].
- Save the One Click Presets you have made if necessary: click [Register Current Settings...] on the [One Click Presets] tab, enter a name, and then click [OK].

### How to print...

- Open your document.
- Click the print icon directly, or  
- On the [File] menu, click [Print].
- Select the printer, and then open the [Printing Preferences] dialog box.
- Make the settings you require, and then click [OK].
- Set a number of copies.
- Click [OK].

### How to monitor your machine in the network...

- To use this function, you must first download SmartDeviceMonitor for Client from the manufacturer's Web site and install it on your computer. Contact your local dealer for information on downloading SmartDeviceMonitor for Client.

  - Right-click the PC icon at the bottom of your screen.
  - Point to [Properties], and then click [Monitor Device Settings...].
  - On the [Network Devices] tab, click [Browse...].
  - Select your printer, and then click [OK].
  - On the [Printers Folder] tab, click the [To be monitored] and [Displayed on Task Bar] check boxes.

- If you select this machine from the SmartDeviceMonitor icon in the notification area, the monitoring screen (Web Image Monitor) appears. You can confirm the machine status, configurations, and job histories in Web Image Monitor.