SP C360DNw

Operating Instructions

Setup Guide

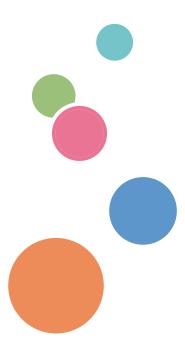


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1. Before Using the Printer

This manual describes the settings required to prepare the printer for use, and the procedure for installing the driver.

Setting Up Operations

Operation target	Things to do	
The printer that is turned on for the first time	Installation Settings starts when the printer is turned on for the first time. Proceed with the wizard to configure the printer for use. The settings you can configure in Installation Settings are as follows: • Time Zone • Date and Time • Daylight Saving Time • Network For details, see page 7 "Configuring the Initial Settings of the Printer".	
Your computer that is connected to the same network as the printer	Use the CD-ROM provided with the printer to install the driver to your computer. For details, see page 19 "Installing the Driver".	



• You can also download the driver from the manufacturer's website and install it to your computer. For details, see the manufacturer's website.

How to Read This Manual

Symbols

This manual uses the following symbols:



Indicates points to pay attention to when using the machine, and explanations of likely causes of paper misfeeds, damage to originals, or loss of data. Be sure to read these explanations.



Indicates supplementary explanations of the machine's functions, and instructions on resolving user errors.

[]

Indicates the names of keys on the machine's display or control panels.



Indicates the key sequence order you should perform using the control panel.

Example:

Select [Active] ▶ Press [OK]

(Select [Active] using the $[\blacktriangle]$ or $[\blacktriangledown]$ keys, and then press the [OK] key.)

Disclaimer

To the maximum extent permitted by applicable laws, in no event will the manufacturer be liable for any damages whatsoever arising out of failures of this machine, losses of the registered data, or the use or non-use of this product and operation manuals provided with it.

Make sure that you always copy or have backups of the data registered in this machine. Documents or data might be erased due to your operational errors or malfunctions of the machine.

In no event will the manufacturer be responsible for any documents created by you using this machine or any results from the data executed by you.

For good output quality, the manufacturer recommends that you use genuine toner from the manufacturer.

Notes

Contents of this manual are subject to change without prior notice.

1

The manufacturer shall not be responsible for any damage or expense that might result from the use of parts other than genuine parts from the manufacturer with your office products.

Some illustrations in this manual might be slightly different from the machine.

About IP Address

In this manual, "IP address" covers both IPv4 and IPv6 environments. Read the instructions that are relevant to the environment you are using.

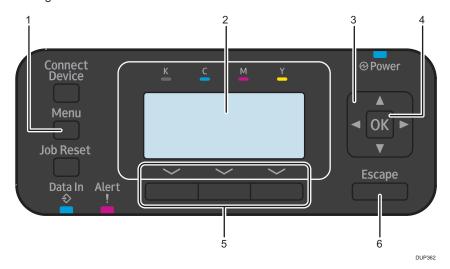
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2. Configuring the Initial Settings of the Printer

This chapter describes how to set up the printer using Installation Settings.

How to Use the Control Panel

This section describes the names and functions of the items displayed on the control panel for operating Installation Settings.



1. [Menu] key

Use this key to configure Installation Settings again.

2. Display

The setting details are displayed.

(Scroll) keys

Moves the cursor up, down, left, or right, and increases or decreases a setting value.

4. [OK] key

Press this key to confirm a setting or setting value, and to continue to the next menu.

5. Selection keys

Press one of these keys to select an item displayed at the bottom of the screen.

6. [Escape] key

Press this key to return to the previous screen without applying the setting.

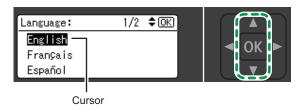


 For details about other keys and indicators, see "Guide to the Names and Functions of the Control Panel", Operating Instructions. 2

Operations on the Control Panel

This section describes how to operate the screen using the [Language] screen as an example.

1. Select the display language ▶ Press [OK]

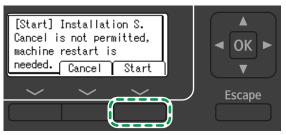


DUP363

Notes for operation

- Press the [▼] or [▲] key to move the cursor to the language to be selected, and then
 press the [OK] key.
- Use the $[^{\blacktriangleright}]$ or $[^{\blacktriangleleft}]$ key to select an item among the items that are aligned horizontally.

2. Press [Start]



DUP364

Notes for operation

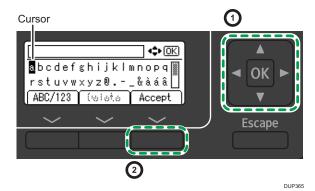
- Press the selection key on the right.
- Press the selection key in the center to select [Cancel] and return to the screen in Step

Depending on the screen, you can also press the [Escape] key to return to the previous screen.

Entering Text

This section describes how to enter text using the password input screen as an example.

1. Enter the password Press [Exit]

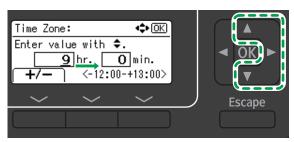


Notes for operation

- 1. Press the scroll keys to move the cursor to the character to be selected, and then press the [OK] key.
 - Press the selection key on the left to switch between alphabetical or numerical characters.
 - Press the selection key in the center to delete an entered character.
- 2. Press the selection key on the right when after entering all the characters.



When a number entry screen such as the one shown below is displayed, press the [▼] or [▲] key to change the number. Press the [▶] key to move to the next input field.



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• Press the selection key on the left to switch between + and -.

2

Workflow for Initial Settings

When turning on the printer for the first time, you can configure the settings required for the operation of the printer using the wizard.

The configuration flow is as follows:

1. Select the display language.



2. Configure the printer settings under the Installation Settings.



3. Print a test page.

Procedure	Description	Reference
1	Specify the display language setting of the control panel. Displayed only when the printer is turned on for the first time.	page 11 "Selecting the Display Language"
2	Configure the date, time, network and other settings on the printer. The categories that can be configured are as follows: • Time Zone • Date and Time • Daylight Saving Time	page 12 "Configuring the Printer Settings Using Installation Settings"
	Network	
3	Print a configuration page and check that the settings are correct.	page 18 "Test Printing"

Selecting the Display Language

When turning on the power of the printer for the first time, you can specify the display language setting of the control panel.



- 1. Make sure the power cord is firmly plugged into the wall outlet.
- 2. Press the main power switch.

Wait a while until the printer starts up.

- Select the display language you want to use Press [OK]
 The [Installation Settings] screen is displayed.
- 4. Press [Start]
- 5. Start Installation Settings.

For details about Installation Settings, see page 12 "Configuring the Printer Settings Using Installation Settings".

Configuring the Printer Settings Using Installation Settings

On the [Installation Settings] screen, specify the date and time and configure the network and other settings using the wizard.

1. Press [Start] on the Installation Settings start screen.



2. Configure the time zone.

- Press [OK] while the [Time Zone] menu is highlighted ► Enter the value
 Specify the standard time in your region. The values are between -12:00 and +13:00.
- 2. Press [OK]



3. Configure the date and time.

- Press [OK] while the [Date and Time] menu is highlighted Enter the date
 Set the date of the printer's internal clock.
- 2. Press [OK]
- Enter the time
 Set the time of the printer's internal clock.
- 4. Press [OK]



4. Configure the daylight saving time.

- Press [OK] while the [Daylight Saving Time] menu is highlighted Press [OK]
 Specify whether or not to set the daylight saving time.
- 2. Select [Active] or [Inactive] Press [OK]

When you select [Inactive], continue to the next step.

When you select [Active], configure the following items:

- Start Time
 Specify the month, week, day of the week, and time the daylight saving time starts.
- End Time
 Specify the month, week, day of the week, and time the daylight saving time ends.
- Offset
 Specify the time difference from the standard time.
- 3. Press [Exit]



5. Configure the network settings if necessary.

The network settings workflow varies depending on whether to use a wireless LAN or wired LAN.

- Connect to a wireless network
 For details, see page 14 "Connecting the Printer to a Wireless Network".
- Connect to a wired network
 For details, see page 15 "Connecting the Printer to a Wired Network".

V

- 6. If you do not configuring the network settings, exit Installation Settings, and then restart the printer.
 - 1. Press [Exit]
 - 2. Press [Restart]

Connecting the Printer to a Wireless Network

- 1. Select the wireless LAN connection.
 - 1. Press [OK] while the [Network] menu is highlighted ▶ Press [OK]
 - 2. Select [Wireless LAN] ▶ Press [OK]



2. Select the connection method.

SSID/Password

Search the network and select the connection destination.

- 1. Press [OK].
- 2. Search for a wireless LAN, and select a router (access point) from the list.

Press [Details] to view [Network Name] and [Encryption Method].

Press [Manual] to specify the network settings such as [Network Name], [Encryption Method], and [Password] manually.

- 3. To select a router (access point) indicated with a key icon, enter the password specified for the router (access point).
- 4. When a message indicating that the wireless LAN settings are completed is displayed, press [Exit].

Push Button Method

Use the push button method to connect to a router (access point)

- 1. Press [OK].
- 2. Press [Start].
- 3. Push and hold the push button on a router (access point) until a connection with the printer is established.
- 4. When a message indicating that a connection to the wireless LAN is successfully established is displayed, press [Exit].

PIN Code Method

Use the PIN Code method to connect to a router (access point)

- 1. Press [OK].
- 2. Enter the PIN code displayed on the screen of the printer into a router (access point).
- 3. Press [Start].
- 4. When a message indicating that a connection to the wireless LAN is successfully established is displayed, press [Exit].



- 3. Specify whether or not to allow a direct connection from a smart device to the printer.
 - 1. Press [OK] while the [Direct Connection Setting] menu is highlighted
 - Select [Active] or [Inactive] Press [OK]
 Select [Active] to allow a smart device to connect to the printer via a wireless LAN to use and operate the printer functions.



 To use this function, install RICOH Smart Device Connector on your smart device from Google Play or the App Store.



- 4. Exit Installation Settings, and then restart the printer.
 - 1. Press [Exit]
 - 2. Press [Restart]

Connecting the Printer to a Wired Network

- 1. Select the wired connection.
 - 1. Press [OK] while the [Network] menu is highlighted Press [OK]
 - 2. Select [Wired LAN] Press [OK]



2. Connect the LAN cable to the printer Press [Next]



3. Specify whether to obtain the IP address automatically or to assign the address manually.

Auto-Obtain (DHCP)

Sets the printer to receive an IPv4 address, subnet mask, and default gateway address automatically from a DHCP server.

- 1. Press [OK]
- 2. Press [Exit]

Manual Configuration

Configure the printer's IP address, subnet mask, default gateway address.

- 1. Press [OK]
- 2. Follow the wizard to configure the following settings:
 - IPv4 Address
 - Subnet Mask
 - IPv4 Gateway Address
- 3. Press [Exit]



4. Specify whether or not to allow a direct connection from a smart device to the printer.

- 1. Press [OK] while the [Direct Connection Setting] menu is highlighted
- 2. Select [Active] or [Inactive] ▶ Press [OK]

Select [Active] to allow a smart device to connect to the printer via a wireless LAN to use and operate the printer functions.



 To use this function, install RICOH Smart Device Connector on your smart device from Google Play or the App Store.



5. Exit Installation Settings, and then restart the printer.

- 1. Press [Exit]
- 2. Press [Restart]

How to Restart Installation Settings

This section describes how to start Installation Settings manually. You can start Installation Settings manually and reconfigure the printer such as when exiting Installation Settings without configuring the network or other settings or when relocating the printer to a different installation environment.

Press the [Menu] key, and then select the setting items using the $[\P]$ or $[\P]$ key.

- 1. Select [Installation Settings] ▶ Press [OK]
- 2. Press [Start] on the Installation Settings start screen.

Test Printing

After configuring installation settings, print the configuration page to confirm the settings.



• The configuration page is printed on A4 or Letter ($8^{1}/_{2}$ " × 11") size paper. If no A4 or Letter paper is loaded in the paper trays, the configuration page is printed on the paper fed from the tray with priority.

Press the [Menu] key, and then select the setting items using the [▼] or [▲] key.

- 1. Select [List/Test Print] ▶ Press [OK]
- 2. Select [Config. Page] ▶ Press [OK]



• If the test print cannot be completed, see Quick Installation Guide, and check if the printer is correctly configured. A test print is performed regardless of the setting in Installation Settings.

3. Installing the Driver

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

Start Installer

To connect this printer to a client computer and print documents, install the software included in the provided CD-ROM to the client computer.

The installer starts automatically when you insert the supplied CD-ROM into the CD-ROM drive of a client computer running under Windows or Windows Server. You can then install the printer driver included in the CD-ROM.

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

Install from Disk

The screen for selecting [Network Printer(s)] or [USB printer(s)] appears.

While installing the PCL 6 printer driver, also configure the connection settings appropriate for the selected connection type.

For details, see page 24 "Quick Installation via a Network" or page 24 "Quick Installation via a USB Connection".

Install Online

Installs the Device Software Manager.

Use Driver Installer in the Device Software Manager to download and install the latest version of the PCL 6 printer driver that supports the device and the operating system you are using.

For details, see page 39 "Installing the Device Software Manager".

PCL Printer Drivers

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

For details about installing drivers, see .page 26 "Installing the Printer Driver for a Network Connection" or page 33 "Installing the Printer Driver for a Local Connection".

PostScript 3 Printer Driver

Install the PostScript 3 printer driver.

For details about installing the driver, see page 26 "Installing the Printer Driver for a Network Connection" or page 33 "Installing the Printer Driver for a Local Connection".

Setup Guide

This guide is for initial settings for the printer and installing the driver to your computer.

Select Language

Change the interface language.

Browse This Disk

Browse the contents of this CD-ROM.

Readme

Read this first.

Install/Print Manuals

Allows you to install or print manuals.

Exit

Allows you to exit the Installer.



- Before installing, uninstalling or upgrading the driver, check that no applications are running on the computer.
- Auto Run might not work automatically with certain operating system 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.

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Software and Utilities Included on the CD-ROM

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



- For the latest information on the corresponding operating system, see "Readme.txt" file in the root folder.
- For the latest information on Windows terminal service, Citrix XenDesktop, and Citrix XenApp, see the manufacturer's Web site.

For printing, install a printer driver on your computer. The following drivers are included on the CD-ROM:

	Printer Drivers			
Operating System [*] 1	PCL 5c	PCL 6	PostScript 3	Device Software Manager
Windows Vista *2	0	0	0	0
Windows 7 *3	0	0	0	0
Windows 8.1 *4	0	0	0	0
Windows 10 *5	0	0	0	0
Windows Server 2008 *6	0	0	0	0
Windows Server 2012 *7	0	0	0	0
Windows Server 2016 *8	0	0	0	0
OS X and macOS *9	_	_	0	_

O: Supported

- * 1 Printer drivers support both 32-bit and 64-bit Windows.
- *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 8.1/Microsoft Windows 8.1 Pro/Microsoft Windows 8.1 Enterprise
- *5 Microsoft Windows 10 Home/Microsoft Windows 10 Pro/Microsoft Windows 10 Enterprise/Microsoft Windows 10 Education
- *6 Microsoft Windows Server 2008 Standard/Microsoft Windows Server 2008 Enterprise/Microsoft Windows Server 2008 R2 Standard/Microsoft Windows Server 2008 R2 Enterprise

- *7 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
- *8 Microsoft Windows Server 2016 Standard/Microsoft Windows Server 2016 Essentials
- *9 OS X 10.9, OS X 10.10, OS X 10.11, macOS 10.12

PCL printer drivers

PCL 5c and PCL 6 printer drivers are included. A computer installed with these drivers can communicate with this printer.

PostScript 3 printer driver

A computer installed with PostScript 3 printer driver can communicate with the printer.

PPD files

If the PostScript 3 printer driver is used, PPD files enable printer functions using PostScript 3 printer language.



 The PCL 5c printer driver needs to be installed for some applications. In this case, you can install PCL 5c without having to install PCL 6.

Supported languages

The languages supported in each printer driver are as follow:

	Printer Drivers			
Supported languages	PCL 5c *1	PCL 6 *2	PostScript 3 *2	Device Software Manager
English	0	0	0	0
German	0	0	0	0
French	0	0	0	0
Italian	0	0	0	0
Spanish	0	0	0	0
Dutch	0	0	0	0
Swedish	0	0	0	0
Norwegian	0	0	0	0

	Printer Drivers			
Supported languages	PCL 5c *1	PCL 6 *2	PostScript 3 *2	Device Software Manager
Danish	0	0	0	0
Finnish	0	0	Δ	0
Hungarian	0	0	Δ	0
Czech	0	0	Δ	0
Polish	0	0	Δ	0
Portuguese	0	0	Δ	0
Russian	0	0	Δ	0
Catalan	0	0	Δ	0
Turkish	0	0	Δ	0
Brazilian Portuguese	Δ	0	Δ	0
Greek	Δ	0	Δ	0
Simplified Chinese	_	0	0	0
Traditional Chinese	_	0	0	0

O: Supported

 Δ : You can install the printer driver, but the printer driver is displayed in English

-: Not supported

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

Quick Installation

This section explains how to install the PCL 6 printer driver and configure the settings to use the printer via a network or USB connection easily.

Quick Installation via a Network

Quick installation via a network allows you to install the PCL 6 printer driver via a network connection and configure the settings to use the printer in a network.

- 1. Click [Install from Disk] on the installer screen.
- 2. Click [Network Printer(s)] on the installer screen.
- The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >].
- 4. Click [Next>].
- Select the printer model you want to use in the [Select Printer] dialog box.
- 6. Click [Install].
- 7. When the port setting screen appears, specify a port.
- 8. Configure the user code, default printer, and shared printer as necessary.
- 9. Click [Continue].

The installation starts.

10. Click [Finish].

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

11. Click [Exit] in the first window of the installer, and then remove the CD-ROM.

Quick Installation via a USB Connection

Quick installation via a USB connection allows you to install the PCL 6 printer driver via a USB connection and configure the settings to connect the printer to a computer.

- 1. Click [Install from Disk] on the installer screen.
- 2. Click [USB printer(s)] on the installer screen.
- 3. The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >].
- 4. Select the method to install a printer driver, and then click [Next >].
- 5. Select the printer model you want to use, and then click [Next >].

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Make sure the printer is turned off and not connected to the computer, and then click [Next >].

Wait for a moment until file copying is completed and the [<Auto-detect USB Port>] screen appears.

7. Connect the printer and the computer with a USB cable, and then turn on the printer.

Connect the USB cable firmly.

Auto-detection starts.

- 8. In the confirmation dialog box, select [Yes] if you want to use the printer as your default printer.
- 9. Click [Finish].

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

10. Click [Exit] in the first window of the installer, and then remove the CD-ROM.

Installing the Printer Driver for a Network Connection

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

Installing the Printer Driver for the Selected Port

This section explains how to install printer drivers using printer ports. See the following installation procedure for the printer port you use.

Ports	Reference	
Standard TCP/IP port	page 26 "Using the Standard TCP/IP port"	
IPP port	page 27 "Using the IPP port"	
LPR port	page 28 "Using the LPR port"	
WSD port	page 28 "Using the WSD port"	

Using the Standard TCP/IP port

- 1. Click [PCL Printer Drivers] 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 printer 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 printer model you want to use.
- 10. Specify the user code, default printer, and shared printer as necessary.
- 11. Click [Continue].
- 12. Follow the instructions on the screen.

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Using the IPP port



- Installing certificates is required for users who want to print via IPP-SSL from Windows. For details, contact 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 printer, 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. To enable authentication from the client computer, install the intermediate certificate on the client computer, and then reestablish connection.
- 1. On the [Start] menu, click [Devices and Printers].

If you are using a computer that is running Windows 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 or Windows Server 2016, 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 8.1/10 or Windows Server 2012/2012 R2/2016, 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://(printer's IP address or host name)/printer (or ipp)" as the printer's address, and then click [Next].
- 6. Click [Have Disk...].
- 7. Insert the provided CD-ROM into the computer's CD-ROM drive.

If the [AutoPlay] dialog box appears, click [Close].

8. Click [Browse...], and then specify a location for the INF file.

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

PCL 5c

32-bit driver D:\X86\DRIVERS\PCL5C\X86\(Language)\DISK1 64-bit driver D:\X64\DRIVERS\PCL5C\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 by the printer drivers, see page 22 "Supported languages".

- 9. Click [Open].
- 10. Click [OK] to close the [Install From Disk] window.
- Select the manufacturer and model name of the printer you want to use, and then click [OK].
- 12. Follow the instructions on the screen.

Using the LPR port

- 1. Click [PCL Printer Drivers] or [PostScript 3 Printer Driver] on the installer screen.
- 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 the 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 printer 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 printer model you want to use.
- 9. Specify the user code, default printer, and shared printer as necessary.
- 10. Click [Continue].
- 11. Follow the instructions on the screen.

Using the WSD port



• 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 printer's icon, and then click [Install].
- 3. Click [Locate and install driver software (recommended)].
- 4. Click [Browse my computer for driver software (advanced)].
- 5. Insert the provided CD-ROM into the computer's CD-ROM drive.

If the [AutoPlay] dialog box appears, click [Close].

6. 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 5c
 - 32-bit driver D:\X86\DRIVERS\PCL5C\X86\(Language)\DISK1 64-bit driver D:\X64\DRIVERS\PCL5C\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
 - $32\text{-bit driver D:} \xspace{2.05\textwidth} X86\xspace{2.05\textwidth} DISK1$
 - 64-bit driver D:\X64\DRIVERS\PS\X64\MUI\DISK1

For details about the languages supported in the printer drivers, see page 22 "Supported languages".

- 7. Click [Next].
- 8. Click [Close].

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



- 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. To install the WSD Port again, 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 printer'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 5c

32-bit driver D:\X86\DRIVERS\PCL5C\X86\(Language)\DISK1 64-bit driver D:\X64\DRIVERS\PCL5C\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 22 "Supported languages".

- 11. Click [OK] to close the [Install From Disk] window.
- Select the manufacturer and model name of the printer 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.



To stop installation of the selected driver, 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 8.1/10, Windows Server 2012/2012 R2/2016

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 or Windows Server 2016, 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 printer 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 select the printer driver location.

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

- PCL 5c
 - 32-bit driver D:\X86\DRIVERS\PCL5C\X86\(Language)\DISK1
 - 64-bit driver D:\X64\DRIVERS\PCL5C\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 22 "Supported languages".

- 8. Click [OK].
- Select the manufacturer and model name of the printer 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. Click [Next].
- 15. Select the printer you want to use, and then click [Next].



To cancel the installation of the selected driver, click [Cancel] before the installation is complete. To
install the WSD Port again, right-click the printer's icon in the [Network] window, and then click
[Uninstall].

Using Windows Print Server

1. Click [PCL Printer Drivers] 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].
 - If installing the PostScript 3 printer driver, proceed to Step 4.
- 3. Select the 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].
- Double-click the computer name you want to use as a print server in the [Browse for Printer] window.
- 7. Select the printer you want to use, and then click [OK].
- 8. Select the [Printer Name] check box of the printer model you want to use.
- 9. Specify the user code, default printer, and shared printer as necessary.
- 10. Click [Continue].
- 11. Follow the instructions on the screen.

3

Installing the Printer Driver for a Local Connection

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

Windows Vista, Windows Server 2008

- 1. Check that the power of the printer is off.
- 2. Connect the printer and the computer using a USB cable.

Connect the USB cable firmly.

3. Turn on the power of the printer.

Found New Hardware Wizard starts, and USB Printing Support is installed automatically.

- 4. In the [Found New Hardware] window, click [Locate and install driver software (recommended)].
- 5. Insert the provided CD-ROM into the computer's CD-ROM drive.

If the [AutoPlay] dialog box appears, click [Close].

6. Select the name of the printer whose driver you want to install.

Check where the source files of the printer driver are stored.

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

- PCL 5c
 - 32-bit driver D:\X86\DRIVERS\PCL5C\X86\(Language)\DISK1
 - 64-bit driver D:\X64\DRIVERS\ PCL5C\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 22 "Supported languages".

7. Click [Next].

The installation starts.

8. Click [Close].

If the printer driver has already been installed and plug and play is enabled, the icon of the printer connected to the "USB001" port is added to the [Printers], [Printers and Faxes], or [Devices and Printers] window.

The number after "USB" varies depending on the number of the printers connected.

Windows 7/8.1/10, Windows Server 2008 R2/2012/2012 R2/2016

- 1. Open the [Devices and Printers] window.
 - Windows 7, Windows Server 2008 R2:
 On the [Start] menu, select [Devices and Printers].
 - Windows 8.1, 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].
 - Windows 10, Windows Server 2016
 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 printer 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 select the printer driver location.

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

- PCL 5c
 - 32-bit driver D:\X86\DRIVERS\PCL5C\X86\(Language)\DISK1
 - 64-bit driver D:\X64\DRIVERS\PCL5C\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 22 "Supported languages".

3

- 8. Click [OK].
- Select the manufacturer and model name of the printer you want to use, and then click [Next].
- 10. Click [Finish].
- 11. Click [Close] to close the print server properties window.
- 12. Check that the power of the printer is off.
- 13. Connect the printer and the computer using a USB cable.
 Connect the USB cable firmly.
- 14. Turn on the power of the printer.

Installing the Printer Driver Under OS X and macOS

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

Installing the PPD Files

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



- You need an administrator name and a password or passphrase. For details, contact your network administrator.
- 1. Double-click the [macOS] folder.
- 2. Double-click the [(brand name)] folder.
- 3. Double-click the [macOS PPD Installer] folder.
- 4. Double-click the package file icon.
- 5. Follow the instructions on the screen.



 The PPD files will be automatically installed in the following location: \Library\Printers\PPDs\Contents\Resources\

Registering the Printer

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

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



- When printing with a USB connection to a Macintosh computer, the printer language does not change automatically. Use the control panel on the printer to change the printer language to [Auto Detect] or [PS] before printing.
- The operating procedure differs depending on the version of the operating system. Check the
 procedure described in this manual, and configure the necessary settings according to the manual
 for each version.
- Setting procedures using OS X 10.11 are shown as an example. The actual procedure may differ depending on the version of the operating system you are using.

USB Connection



- Make sure the computer and the printer are connected using the USB cable, and the power of the
 devices has been turned on.
- 1. Start System Preferences.
- 2. Click [Printers & Scanners].
- Click the [+] button.
 If [Add Printer or Scanner...] appears, click it.
- 4. Click [Default].
- 5. Select the printer that has "USB" indicated in the [Kind] column.
- 6. Select the printer you are using from the [Use:] pop-up menu.

If the printer you are using is not selected in [Use:], select its manufacturer in the [Select Software...] pop-up menu, and then select the PPD file of the printer. For the location of the PPD files, see page 36 "Installing the PPD Files".

7. Click [Add].

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

8. Quit System Preferences.

Network Connection

- 1. Start System Preferences.
- 2. Click [Printers & Scanners].
- 3. Click the [+] button.

If [Add Printer or Scanner...] appears, click it.

- 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 [Use:] pop-up menu.

If the printer you are using is not selected in [Use:], select its manufacturer in the [Select Software...] pop-up menu, and then select the PPD file of the printer. For the location of the PPD files, see page 36 "Installing the PPD Files".

7. Click [Add].

If 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 and macOS

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



- If the option you want to select is not displayed, PPD files may not be set up correctly. To complete the configuration, check the name of the PPD file displayed in the dialog box.
- Setting procedures using OS X 10.11 are shown as an example. The actual procedure may differ depending on the version you are using.

4. Installing the Latest Driver via an Internet

This chapter provides the overview of Device Software Manager and describes how to install the software.

Installing the Device Software Manager

Click [Install Online] in the installer screen to install Device Software Manager for downloading and installing the latest driver.

The following software is included in Device Software Manager:

Driver Installer

Allows you to download, install, and update the latest version of the driver that supports your operating system and the connected printer.

Manager

Allows you to update [Driver Installer] to the latest version.

For the operating systems and languages supported by Device Software Manager, see page 21 "Software and Utilities Included on the CD-ROM".

- 1. Click [Install Online] on the installer screen.
- The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement], and then click [Install].
 - Device Software Manager setup begins.
- 3. The terms appears in the [Quality Improvement Program] dialog box. After reading these terms, select [I will participate in the Quality Improvement Program] or [I will not participate in the Quality Improvement Program], and then click [Next].
 - The installation starts. Wait a while.
- 4. On the "Driver Installer" screen, select [Network] or [USB], and then click [Next].
 To update the driver, click [Update Driver].
- 5. Follow the instructions on the screen.

Uninstalling Device Software Manager

1. On the [Start] menu, select [Control Panel].

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

If you are using a computer that is running Windows 10 or Windows Server 2016, right-click the [Start] button on the desktop, and then click [Control Panel].

- 2. Click [Programs and Features] or click [Uninstall a program].
- 3. Select [Device Software Manager], and then click [Uninstall].
- 4. Follow the instructions on the screen.



• For details about uninstalling the driver, see page 47 "Deleting the Driver".

5. Appendix

This chapter describes how to handle the messages that may appear while you are installing the printer driver, and how to resolve a problem when a USB connection cannot be correctly established. It also describes how to update or delete a driver.

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. On the [Start] menu, select [Devices and Printers].
 - Windows Vista, Windows Server 2008:
 - On the [Start] menu, select [Control Panel], and then click [Printers] in [Hardware and Sound] category.
 - Windows 8.1, 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].
 - Windows 10, Windows Server 2016:
 - 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 5c
 - 32-bit driver D:\X86\DRIVERS\PCL5C\X86\(Language)\DISK1
 - 64-bit driver D:\X64\DRIVERS\PCL5C\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 22 "Supported languages".

4. Specify a port.

If USB Connection Fails

This section describes how to troubleshoot a problem related to USB connections.

Problem	Causes	Solutions	
The printer is not automatically recognized.	The USB cable is not connected properly.	Disconnect the USB cable from the computer, and then turn off the main power switch. Turn on the main power switch again. When the printer has fully booted up, reconnect the USB cable.	
The printer does not recognize the USB connection even when a USB cable is inserted.	Windows has already configured the USB settings.	Check whether the computer has identified the printer as an unsupported device. Open Windows' Device Manager, and then, under [Universal Serial Bus controllers], remove any conflicting devices. Conflicting devices have a [!] or [?] icon by them. Take care not to accidentally remove required devices. For details, see Windows Help.	
The printer does not recognize the USB connection even when a USB cable is inserted.	If the USB cable is connected while the printer is off, the printer might not recognize the USB connection.	Press the operation switch, and then disconnect the USB cable from the computer. When the printer has returned to the ready condition, reconnect the USB cable.	

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 printer automatically. Bidirectional communication also allows you to monitor printer status.

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



 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.
- [Enable bidirectional support] must be selected, and [Enable printer pooling] must not be selected on the [Ports] tab with the printer driver.

When connected with USB

- The printer must be connected to the computer's USB port using the USB interface cable.
- The computer must support bidirectional communication.
- [Enable bidirectional support] must be selected, and [Enable printer pooling] must not be selected on the [Ports] tab with the printer driver.



- 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 5c 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. On the [Start] menu, select [Devices and Printers].
- 2. Right-click the printer'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 configure the necessary settings.
- 5. Click [Change Input Tray Settings...].
- 6. In [Input Tray:], specify which trays to use. Following this, in [Paper Size:], specify 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 [OK] to close the printer's properties window.



• For details about making option settings for the printer using an OS X and macOS, see page 38 "Configuring Option Settings for the Printer Under OS X and macOS".

Updating or Deleting the Driver

This section explains how to update or delete the printer driver.

Updating the Printer Driver



• 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.

Windows Operating System

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

- 1. On the [Start] menu, select [Devices and Printers].
- 2. Right-click the printer'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 printer model, and then click [Next].

The driver update starts.

- 9. Click [Finish].
- 10. Click [OK] to close the printer properties window.
- 11. Restart the computer.



You can update the driver using Driver Installer including Device Software Manager. For details
about Device Software Manager, see page 39 "Installing the Latest Driver via an Internet".

OS X and macOS

Download the latest version of the PPD files from the manufacturer's website. For details about the procedure for installing the PPD files, see page 36 "Installing the PPD Files".

After finishing the installation, delete the old version of the printer driver from the printer list, and then register the latest printer driver. For details about how to delete the printer driver, see page 48

"Deleting the driver from OS X and macOS". For details about how to register the printer driver, see page 36 "Registering the Printer".

Deleting the Driver

Deleting the driver from Windows Vista, Windows Server 2008

- On the [Start] menu, select [Control Panel], and then click [Printers] in [Hardware and Sound] category.
- 2. Right-click the icon of the printer 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's properties window.

Deleting the driver from Windows 7/8.1/10, Windows Server 2008 R2/2012/2012 R2/2016

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

If you are using a computer that is running Windows 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 or Windows Server 2016, 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 printer you want to delete, and then click [Remove device].
- 3. Click [Yes].
- 4. Click any printer 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.

Deleting the driver from OS X and macOS

- 1. Start System Preferences.
- 2. Click [Printers & Scanners].
- 3. Select the printer you want to delete, click the [-] button.
- 4. Click [Delete Printer].

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• The product names of Windows Vista are as follows:

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Microsoft® Windows® 8.1 Enterprise

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Microsoft® Windows® 10 Pro

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Microsoft® Windows Server® 2012 R2 Foundation

Microsoft® Windows Server® 2012 R2 Essentials

Microsoft® Windows Server® 2012 R2 Standard

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Microsoft® Windows Server® 2016 Standard

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