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You can read the recommendations in the user guide, the technical guide or the installation guide for RICOH AFICIO MP 8000 SP. You'll find the answers to all your questions on the RICOH AFICIO MP 8000 SP in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual RICOH AFICIO MP 8000 SP
User guide RICOH AFICIO MP 8000 SP
Operating instructions RICOH AFICIO MP 8000 SP
Instructions for use RICOH AFICIO MP 8000 SP
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Printer/Scanner Unit Type 8000

Operating Instructions
Printer Reference



- 1 Preparing the Machine
- 2 Setting Up the Printer Driver
- 3 Other Print Operations
- 4 Saving and Printing Using the Document Server
- 5 The Functions and Settings of the Machine
- 6 Appendix

Read this manual carefully before you use this machine and keep it handy for future reference. For safe and correct use, be sure to read the Safety Information in "About This Machine" before using the machine.



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Manual abstract:

@@In no event will the company be liable for direct, indirect, special, incidental, or consequential damages as a result of handling or operating the machine. Do not copy or print any item for which reproduction is prohibited by law. Copying or printing the following items is generally prohibited by local law: bank notes, revenue stamps, bonds, stock certificates, bank drafts, checks, passports, driver's licenses. The preceding list is meant as a guide only and is not inclusive. We assume no responsibility for its completeness or accuracy. If you have any questions concerning the legality of copying or printing certain items, consult with your legal advisor. Notes: Some illustrations in this manual might be slightly different from the machine. Certain options might not be available in some countries. For details, please contact your local dealer. Caution: Use of controls or adjustments or performance of procedures other than those specified in this manual might result in hazardous radiation exposure.

Two kinds of size notation are employed in this manual. With this machine refer to the inch version. Manuals for This Machine Refer to the manuals that are relevant to what you want to do with the machine. Important Media differ according to manual. The printed and electronic versions of a manual have the same contents .

Adobe Acrobat Reader/Adobe Reader must be installed in order to view the manuals as PDF files. Depending on which country you are in, there may also be html manuals. To view these manuals, a Web browser must be installed. About This Machine Be sure to read the Safety Information in this manual before using the machine. This manual provides an introduction to the functions of the machine.

It also explains the control panel, preparation procedures for using the machine, how to enter text, and how to install the CD-ROMs provided.

Troubleshooting Provides a guide to solving common problems, and explains how to replace paper, toner, and other consumables. Copy/ Document Server Reference Explains Copier and Document Server functions and operations. Also refer to this manual for explanations on how to place originals. Facsimile Reference Explains Facsimile functions and operations. Printer Reference Explains Printer functions and operations. Scanner Reference Explains Scanner functions and operations. Network Guide Explains how to configure and operate the machine in a network environment, and use the software provided. This manual covers all models, and includes descriptions of functions and settings that might not be available on this machine. Images, illustrations, and information about operating systems that are supported might also differ slightly from those of this machine.

General Settings Guide Explains User Tools settings, and Address Book procedures such as registering fax numbers, e-mail addresses, and user codes. Also refer to this manual for explanations on how to connect the machine. i Security Reference This manual is for administrators of the machine. It explains security functions that you can use to prevent unauthorized use of the machine, data tampering, or information leakage. For enhanced security, we recommend that you first make the following settings: · Install the Device Certificate. · Enable SSL (Secure Sockets Layer) Encryption. · Change the user name and password of the administrator using Web Image Monitor. For details, see "Setting Up the Machine", Security Reference. Be sure to read this manual when setting the enhanced security functions, or user and administrator authentication. PostScript 3 Supplement Explains how to set up and use PostScript 3.

UNIX Supplement For "UNIX Supplement", please visit our Web site or consult an authorized dealer. Other manuals · Manuals for DeskTopBinder Lite · DeskTopBinder Lite Setup Guide · DeskTopBinder Lite Introduction Guide · Auto Document Link Guide Note Manuals provided are specific to machine types. "PostScript 3 Supplement" and "UNIX Supplement" include descriptions of functions and settings that might not be available on this machine. ii TABLE OF CONTENTS Manuals for This Machine ..

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... 140 v vi How to Read This Manual Symbols This manual uses the following symbols: Indicates important safety notes. Ignoring these notes could result in serious injury or death. Be sure to read these notes. They can be found in the "Safety Information" section of About This Machine. Indicates important safety notes. Ignoring these notes could result in moderate or minor injury, or damage to the machine or to property.



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Be sure to read these notes.

They can be found in the "Safety Information" section of About This Machine. 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. This symbol is located at the end of sections.

It indicates where you can find further relevant information. [] Indicates the names of keys that appear on the machine's display panel. { } Indicates the names of keys on the machine's control panel. 1 Display Panel This section describes configuration using the display panel when the printer function is selected.

Initial Display Important The machine switches to offline when you make settings when the machine is online.

After you complete the setting, the machine switches to online automatically. If you make a setting when the machine is offline, it will stay offline afterwards.

The function items displayed serve as selector keys. You can select or specify an item by pressing it lightly. When you select or specify an item on the display panel, it becomes highlighted. Keys dimmed (for example,) cannot be used. 1 2 8 3 4 5 6 7 ANW201S 1. Operational status or messages Displays current machine status, such as "Ready", "Offline", and "Printing...

". Information about the print job (user ID and document name) appears in this section. 3. [Form Feed] Press to print all the data left in the machine's input buffer. · When the machine is online, the status appears dimly. · This function is not available with the RPCS printer language. 2. [fOnline]/[Offline] When you press these keys, the machine switches between online and offline. When the machine is online, it can receive data from the computer. When the machine is offline, it cannot receive data from the computer.

4. [Job Reset] Press to cancel the current print job. If you press it when the machine is offline and Hex Dump is selected, Hex Dump is canceled. 2 5. [Print Jobs] Press to display print jobs sent from a computer.

7. [Spooling Job List] Press to display spooled jobs. 6. [Error Log] Press to display the error logs of print jobs that sent from a computer. 8.

Paper Tray Status indicators The paper tray settings appear. Note When the power is turned on, the copier display is shown. This is a factory default. This initial setting can be changed. See "User Tools (System Settings)", General Settings Guide. Simplified Display This section explains how to switch to the simplified display. When you press the {Simplified Display} key, the screen changes from the initial display to the simplified display. Letters and keys are displayed at a larger size, making operations easier. BFN041S Example of a simplified display Note To return to the initial display, press the {Simplified Display} key again. Certain keys do not appear on the simplified display.

3 Job List Jobs printed using Copy, Document Server, or Printer mode are temporarily stored in the machine, and then executed in order. The Job List function allows you to manage these jobs. For example, you can cancel incorrect job settings or print an urgent document. Note You cannot use the Job List function when Interrupt Copy is active. Documents printed using the facsimile function and scanner function are not displayed in the job list. Job List Screen This section explains displays and icons that appear in the Job List screen. The Job List screen varies depending on whether [Job Order] is selected with Print Priority for the System Settings. For details about the setting procedure, see "Print Priority", General Settings Guide. When [Job Order] is not selected: The job list is displayed for each of the functions. 1 2 3 4 BFE003S When [Job Order] is selected: The job list is displayed for all functions in the order of print jobs.

2 3 4 BFE004S 4 A B C D Switches between job lists for each function. Switches between [Current / Waiting Job List] and [Job History]. Displays reserved job numbers. Displays the function used to print jobs. : Job printed using copy function.

: Job printed using printer function. : Job printed using Document Server function. : Job printed using DeskTopBinder. : Job printed using Web Image Monitor. Checking Jobs in the Print Queue You can check the contents of jobs in the print queue.

A Press [Job List]. B Select the job you want to check. C Press [Details], and then check the contents. D Press [Exit]. 5 Changing the Order of Jobs You can change the order in which print jobs in the job list are served: A Press [Job List]. B Select the job whose order you want to change. C Press [Change Order]. D Change the order using [Top], [Previous], or [Next]. E Press [OK]. Holding Print Jobs The machine holds jobs that are queued and currently printing.

A Press [Job List]. B Select the job(s) to hold. C Press [Suspend Printing]. 6 Deleting Jobs You can delete job that is queued or currently printing. A Press [Job List]. B Select the job you want to delete. C Press [Delete Reservation]. D Press [Yes]. Note To delete multiple print jobs, select them in step B.

Checking Job History You can view the history contents of printed jobs.

A Press [Job List]. B Press [Job History]. A list of completed print jobs appears. C Press [Details] to check the contents of the displayed jobs. D Press [Exit]. 7 Printer Features Menu The following explains settings and meanings of functions on Printer Feature. Printer Feature screen appears when you press the {User Tools/Counter} key. For details, see "Printer Features Menu", General Settings Guide. List / Test Print Menu Multiple Lists Configuration Page Error Log Menu List PCL Configuration / Font Page PS Configuration / Font Page Description You can print the configuration page and error log. You can print the machine's current configuration values.

You can print error logs listing all errors that occurred during printing. You can print a Menu List showing the machine's function menus. You can print the current configuration and installed PCL font list. You can print the current configuration and installed PostScript font list. This menu can be selected only when the optional PostScript 3 unit is installed. PDF Configuration / Font Page You can print the current configuration and installed PDF font list. This menu can be selected only when the optional PostScript 3 unit is installed. Hex Dump You can print in the Hex Dump mode. Maintenance Menu Menu Protect Description This function lets you protect menu settings from accidental change. It makes it impossible to change menu settings with normal procedures unless you perform the required key operations.

In a network environment, only administrators can make changes to menu settings.



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List / Test Print Lock Delete All Temporary Print Jobs Delete All Stored Print Jobs You can lock the [List / Test Print] menu. You can delete all print jobs temporarily stored in the machine. You can delete all print jobs stored in the machine. 8 System Menu Print Error Report Auto Continue Memory Overflow Job Separation Description You can print an error report when a printer or memory error occurs. You can select this to enable Auto Continue. When it is On, printing continues after a system error occurs. Select this to have a memory overflow error report printed. You can enable Job Separation. This menu can be selected only when a finisher (optional) is installed.

Auto Delete Temporary Print Jobs You can select to automatically delete print jobs temporarily stored in the machine. Auto Delete Stored Print Jobs Initial Print Job List Memory Usage Duplex Copies You can select to automatically delete print jobs stored in the machine. You can set the default Printer screen when you press [Print Jobs]. You can select the amount of memory used in Font Priority or Frame Priority, according to paper size or resolution. You can select to have print on both sides of each page.

You can specify the number of print sets. This setting is disabled if the number of pages to print has been specified with the printer driver or another command. You can select whether or not to print blank pages. Make setting to select either to apply or not to apply Toner Saving. You can select to print spool images.

The print job transmitted from the computer is temporarily stored on the machine's hard disk as bitmap images that can be printed when transmission is complete. Reserved Job Waiting Time You can specify how long the machine waits to receive a print job before allowing other functions such as the copier and scanner functions to interrupt it. You can specify the printer language. You can enable the Auto Substitute Paper Size (A4, LT) feature. You can select the default paper size. You can rotate original images when printing. When printing, original images are always rotated by 180 degrees. Therefore, output might not be as expected when printing onto letterhead or preprinted paper requiring orientation. Using this function, you can specify image rotation. Blank Page Print Toner Saving Spool Image Printer Language Sub Paper Size Page Size Letterhead Setting 9 Menu Bypass Tray Setting Priority Description You can specify which of the two options, (Printer) Driver / Command or Machine Settings, has priority for determining the paper size for the bypass tray.

You can select whether or not to print on the entire sheet. You can set the default printer language if the machine cannot find the printer language automatically. You can set to switch the paper tray. Edge to Edge Print Default Printer Language Tray Switching Host Interface Menu I/O Buffer I/O Timeout Description You can set the size of the I/O Buffer. Normally it is not necessary to change this setting. You can set how many seconds the machine should wait before ending a print job. If data from another port usually arrives in the middle of a print job, you should increase this timeout period. PCL Menu Menu Orientation Form Lines Font Source Font Number Point Size Font Pitch Symbol Set Courier Font Extend A4 Width Append CR to LF Resolution Description You can set the page orientation. You can set the number of lines per page. You can set the storage location of the default font.

You can set the ID of the default font you want to use. You can set the point size you want to use for the selected font. You can set the number of characters per inch for the selected font. You can specify the set of print characters for the selected font. You can select a courier font type.

You can extend the printing area width when printing on A4 sheet with PCL. When set to On, a carriage return will follow each line feed: CR=CR, LF=CR-LF, FF=CR-FF. You can set the print resolution in dots per inch. 10 PS Menu (optional) Menu Data Format Resolution Description You can select a data format. You can set the print resolution in dots per inch.

PDF Menu (optional) Menu Change PDF Password PDF Group Password Resolution Description You can set the password for the PDF file executing PDF Direct Print. You can set the group password already specified with DeskTopBinder Lite. You can set the print resolution in dots per inch. Note Some options do not appear depending optional units or selected printer languages. Some options cannot be set depending on security settings. For details, see "System Settings", General Settings Guide. For more information about copier features and system settings, see Copy Reference and General Settings Guide. 11 Setting Paper on the Bypass Tray This section gives instructions for setting paper on the bypass tray. For details about paper size and paper type, see "Paper Size and Paper Type", About This Machine. Important Paper of the following dimensions can be loaded onto the bypass tray: 100 305 mm (3.

9 - 12 in.) vertical, and 139.7 - 600 mm (5.5 - 23.7 in.) horizontal. If 3,000Sheet-100Sheet Staple Finisher is installed, paper of the following dimensions can be loaded onto the bypass tray: 100 - 305 mm (3.9 - 12 in.) vertical, and 139.7 - 458 mm (5.

5 - 18.1 in.) horizontal. The following functions are disabled when printing from the bypass tray: · Duplex/Booklet printing · Auto Tray Select · Auto Tray Switching · Rotating Collate · Staple (when the optional unit is installed) · Punch (when the optional unit is installed) · Z-fold (when the optional unit is installed) A Open the bypass tray. 12 B Gently insert paper face up into the bypass tray until the beeper sounds, and then adjust the paper guides to the paper size.

If the paper size of the paper guide and the paper do not match, skewing and misfeeds might occur. Do not stack paper over the limit mark, otherwise a skewed image or misfeeds might occur. Open out the extender to support paper sizes larger than A4 L, 81/2 × 11 L. Fan the paper to get air between the sheets to avoid a multi-sheet feed. 2 ANV012S 1.

Extender 2. Paper Guide C Set the paper size using the printer driver or the control panel. The following procedures are not required if you select [Driver / Command] from [Bypass Tray Setting Priority] in [System] of [Printer Features]. In that case, set the paper size using the printer driver. Note When loading OHP transparencies or thick paper, set paper size and paper type. The number of sheets that can be loaded in the bypass tray depends on the paper type. When loading letterhead paper, pay attention to its orientation. For details, see "Orientation- Fixed Paper or Two-Sided Paper", General Settings Guide. For printer driver settings, see the printer driver Help. 13 Setting the Paper Size Using the Control Panel Follow the procedure below to set the machine using the control panel when loading standard size paper onto the bypass tray.



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Important The following procedures are not required if you select [Driver / Command] from [Bypass Tray Setting Priority] in [System] of [Printer Features]. In that case, set the paper size using the printer driver. For details, see General Settings Guide. If you select [Machine Settings] from [Bypass Tray Setting Priority] in [System] of [Printer Features] (see "System Settings", General Settings Guide), the settings made using the control panel have priority over the printer driver settings. If the printer driver is not used, select [Machine Settings] from [Bypass Tray Setting Priority] in [System] of [Printer Features] (see "System Settings", General Settings Guide). Set paper size using the control panel. A Press the {User Tools/Counter} key on the control panel. B Press [System Settings]. C Press the [Tray Paper Settings] tab. D Press [Printer Bypass Paper Size].

E Select the paper size. F Press [OK]. G Press the {User Tools/Counter} key. The initial screen appears. Note When loading OHP transparencies or thick paper, set paper size and paper type.

For printer driver settings, see the printer driver Help. 14 Setting Custom Size Paper Using the Control Panel Follow the procedure below to set the machine using the control panel when loading custom size paper onto the bypass tray. *Important* The following procedures are not required if you select [Driver / Command] from [Bypass Tray Setting Priority] in [System] of [Printer Features] (see "System Settings", General Settings Guide). In that case, set the paper size using the printer driver. If you select [Machine Settings] from [Bypass Tray Setting Priority] in [System] of [Printer Features] (see "System Settings", General Settings Guide), the settings made using the control panel have priority over the printer driver settings.

If the printer driver is not used, select [Machine Settings] from [Bypass Tray Setting Priority] in [System] of [Printer Features] (see "System Settings", General Settings Guide). Set paper size using the control panel. A Press the {User Tools/Counter} key on the control panel. B Press [System Settings]. C Press the [Tray Paper Settings] tab. D Press [Printer Bypass Paper Size]. E Press [Custom Size]. If a custom size is already set, press [Change Size]. F Press [Vertical], enter the vertical size of the paper using the number keys, and then press the {q} key. G Press [Horizontal], enter the horizontal size of the paper using the number keys, and then press the {q} key.

H Press [OK]. The paper sizes entered are displayed. I Press [OK]. J Press the {User Tools/Counter} key. The initial screen appears. Note When loading OHP transparencies or thick paper, set paper size and paper type. For printer driver settings, see the printer driver Help. 15 Setting Thick Paper or OHP Transparencies Using the Control Panel Follow the procedure below to set the machine using the control panel when loading thick paper or OHP transparencies onto the bypass tray. *Important* The following procedures are not required if you select [Driver / Command] from [Bypass Tray Setting Priority] in [System] of [Printer Features] (see "System Settings", General Settings Guide). In that case, set the paper size using the printer driver.

If you select [Machine Settings] from [Bypass Tray Setting Priority] in [System] of [Printer Features] (see "System Settings", General Settings Guide), the settings made using the control panel have priority over the printer driver settings. If the printer driver is not used, select [Machine Settings] from [Bypass Tray Setting Priority] in [System] of [Printer Features] (see "System Settings", General Settings Guide). Set the paper size using the control panel. A Press the {User Tools/Counter} key on the control panel. B Press [System Settings].

C Press the [Tray Paper Settings] tab. D Press [TNext] to scroll through the list. E Press [Paper Type: Bypass Tray]. F To print on OHP transparencies, press [OHP (Transparency)] in the [Paper Type] area. To print on thick paper, press [Thick Paper] in the [Paper Type] area.

16 G Press [OK]. The paper type selected is displayed. H Press the {User Tools/Counter} key. The initial screen appears. Note The settings made will remain valid until they are reset again. After printing on OHP transparencies or thick paper, make sure to clear settings for the next user. For printer driver settings, see the printer driver Help. 17 18 1. Preparing the Machine 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 this machine as the Windows printing port Network connections can be established through Ethernet and IEEE 802.11b.

Available ports are determined based on the combination of Windows operating system version and connection method used. BFE001S 19 Preparing the Machine Windows 2000 Connection Method Ethernet / IEEE 802.11b Available Ports SmartDeviceMonitor for Client port Standard TCP/IP port LPR port 1 Windows XP Connection Method Ethernet / IEEE 802.11b Available Ports SmartDeviceMonitor for Client port Standard TCP/IP port LPR port Windows Vista Connection Method Ethernet / IEEE 802.11b Available Ports SmartDeviceMonitor for Client port Standard TCP/IP port LPR port Windows Server 2003 / 2003 R2 Connection Method Ethernet / IEEE 802.11b Available Ports SmartDeviceMonitor for Client port Standard TCP/IP port LPR port Reference See the explanation about how to install the printer driver for each type of port.

For the SmartDeviceMonitor for Client port, see p.25 "Using the SmartDeviceMonitor for Client port". For the Standard TCP/IP port, see p.31 "Using the Standard TCP/IP port". For the LPR port, see p.

33 "Using the LPR port". 20 Confirming the Connection Method Using as a network printer This machine can be used as the Windows network printer, the NetWare print server, or the NetWare remote printer. 1 BFE002S Note In an IPv6 environment, Netware servers cannot be used. Reference See the explanation about how to install the printer driver for each type of network printer. For the Windows network printer, see p.

35 "Using as a Windows Network Printer". For the NetWare print server and remote printer, see p.37 "Using as a NetWare Print Server / Remote Printer". 21 Preparing the Machine Local Connection 1 Local connections can be established via parallel, USB, and Bluetooth connections. Windows operating system version determines the available connection methods. · Windows 2000: USB, Parallel, and Bluetooth connections · Windows XP: USB, Parallel, and Bluetooth connections · Windows Vista: USB, Parallel, and Bluetooth connections · Windows Server 2003 / 2003 R2: USB, Parallel, and Bluetooth connections Reference See the explanation about how to install the printer driver for each method of connection.



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For the USB connection, see p.40 "Installing the Printer Driver Using USB". For the parallel connection, see p.43 "Printing with Parallel Connection".

For the Bluetooth connection, see p.45 "Printing with Bluetooth Connection". 22 Installing the Printer Driver Installing the Printer Driver This section explains how to install the printer driver. There are two ways to install the printer driver: using Quick Install, which installs the settings at once, or installing the appropriate driver according to the port you want to use. 1 Quick Install Windows 2000 / XP / Vista and Windows Server 2003 / 2003 R2, users can easily install this software using the supplied CD-ROM. Using Quick Install, the PCL printer driver and/or RPCS printer driver, DeskTopBinder Lite and SmartDeviceMonitor for Client are installed under network environment, and the TCP/IP port will be set. Important To install printer driver under Windows 2000 / XP Professional / Vista and Windows Server 2003 / 2003 R2, you must have an account that has Manage Printers permission. Log on as an Administrator. If you connect using USB, refer to p.40 "Installing the Printer Driver Using USB" and install the printer driver.

A Quit all applications currently running. B Insert the CD-ROM into the CD-ROM drive. The installer starts. Auto Run may not work with certain operating system settings. If this happens, launch "Setup.exe" on the CD-ROM root directory. C Select an interface language, and then click [OK]. The default interface language is English. D Click [Quick Install].

The software license agreement appears in the [License Agreement] dialog box.

E After reading the agreement, click [I accept the agreement.], and then click [Next >]. F Select the machine model you want to use in the [Select Printer] dialog box. For network connection via TCP/IP, select the machine whose IP address is displayed in [Connect To]. For parallel connection, select the machine whose printer port is displayed in [Connect To]. 23 Preparing the Machine G Click [Install]. The printer driver installation starts. 1 H Click [Finish]. A message about restarting the computer appears. Restart the computer to complete installation.

I Click [Exit] in the first dialog box of the installer, and then take out the CDROM. Note To stop installation of the selected software, click [Cancel] before installation is complete. Auto Run may not work with certain operating system settings. If this happens, launch "Setup.exe" on the CD-ROM root directory. Select a machine to whose IP address is displayed in [Connect To] to install SmartDeviceMonitor for Client when using TCP/IP. Reference Quick Install is not available unless bidirectional communication between the machine and computer is enabled via parallel connection. See p.49 "If Bidirectional Communication Is Disabled" for details about bidirectional communication between the machine and computer. 24 Installing the Printer Driver Installing the Printer Driver for the Selected Port Using the SmartDeviceMonitor for Client port Important To install SmartDeviceMonitor for Client under Windows 2000 / XP Professional / Vista and Windows Server 2003 / 2003 R2, you must have an account that has Manage Printers permission.

Log on as an Administrator. Install SmartDeviceMonitor for Client before installing the printer driver when using the SmartDeviceMonitor for Client port. 1 Installing SmartDeviceMonitor for Client A Quit all applications currently running. B Insert the CD-ROM into the CD-ROM drive. The installer starts.

C Select an interface language, and then click [OK]. The default interface language is English. D Click [DeskTopBinder - SmartDeviceMonitor for Client]. E Select an interface language, and then click [Next >]. The default interface language is English.

F The message to quit all other applications appears. Quit all applications, and then click [Next >]. G The software license agreement appears in the [License Agreement] dialog box. After reading through its contents, click [Yes]. H Click [Full install] or [Custom Install]. [Full install] installs all required applications: DeskTopBinder Lite and SmartDeviceMonitor for Client. [Custom Install] installs selected applications. I Follow the instructions on the display and click [Next >] to proceed next step. J After the installation is completed, select one of the options to restart the computer either now or later, and click [Complete]. Restart the computer to complete installation.

Note To stop installation of the selected software, click [Cancel] before installation is complete. Auto Run may not work with certain operating system settings. If this happens, launch "Setup.exe" on the CD-ROM root directory. 25 Preparing the Machine Changing the port settings for SmartDeviceMonitor for Client Follow the procedure below to change the SmartDeviceMonitor for Client settings, such as TCP/IP timeout, recovery/parallel printing, and printer groups. 1 Windows 2000 A Open [Printers] window from [Start] menu. B In the [Printers] window, click the icon of the printer you want to use. On the [File] menu, click [Properties]. C On the [Ports] tab, click [Configure Port]. The [Configuration] dialog box appears.

Windows XP, Windows Server 2003 / 2003 R2: A Open the [Printers and Faxes] window from the [Start] menu. The [Printers and Faxes] window appears. B Click the icon of the printer you want to use. On the [File] menu, click [Properties]. The printer properties appear.

C Click the [Ports] tab, and then click [Configure Port]. The [Port Configuration] dialog box appears. Windows Vista: A Open the [Control Panel] window from the [Start] menu. The [Control Panel] window appears. B In "Hardware and Sound", Click [Printer].

The [Printers] window appears. C Right-click the icon of the printer you want to use, and then click [Properties]. D Click the [Ports] tab, and then click [Configure Port]. The [Port Configuration] dialog box appears. 26 Installing the Printer Driver Note For TCP/IP, timeout setting can be configured. User, proxy, and timeout settings can be configured for IPP. If no settings on the [Recovery/Parallel Printing] tab are available, follow the procedure below. A Click [Cancel] to close the [Port Configuration:] dialog box. B Start SmartDeviceMonitor for Client, and then right-click the SmartDeviceMonitor for Client icon on the tasktray. C Point to [Properties], and then click [Extended Features Settings].

D Select the [Set Recovery/Parallel Printing for each port] check box. E Click [OK] to close the [Extended Features Settings] dialog box. For information about these settings, see "Using SmartDeviceMonitor for Client", Network Guide, or SmartDeviceMonitor for Client Help. 1 Installing the PCL or RPCS printer driver (TCP/IP) Important To install this printer driver under Windows 2000 / XP Professional / Vista and Windows Server 2003 / 2003 R2, you must have an account that has Manage Printers permission.



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Log on as an Administrators or Power Users group member. A Quit all applications currently running. B Insert the CD-ROM into the CD-ROM drive. The installer starts. C Select an interface language, and then click [OK]. The default interface language is English. D Click [PCL/RPCS Printer Drivers]. E The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >]. F Select the printer driver you want to use in the [Select Program] dialog box. You can select several printer drivers. G Click [Next >]. H Select the machine model you want to use. The printer name can be changed in the [Change settings for 'Printer Name'] box. I Double-click the printer name to display the printer settings. The details shown in [Comment:], [Driver:], and [Port:] vary depending on the operating system, printer model, and port. J Click [Port:], and then click [Add]. K Click [SmartDeviceMonitor], and then click [OK]. L Click [TCP/IP], and then click [Search]. A list of printers using TCP/IP appears. M Select the printer you want to use, and then click [OK]. Only printers that respond to a broadcast from the computer appear. To use a machine not listed here, click [Specify Address], and then enter the IP address or host name of the machine. N Check that the port of the selected printer is displayed in [Port:]. O Set a user code, if necessary.

Up to 8 numeric characters can be entered. No alphabetic character or symbol can be entered. P Select the [Default Printer] check box to configure the printer as default. Q Click [Continue]. Installation starts. R After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish]. Restart the computer to complete installation. Note Setting a user code allows a SmartDeviceMonitor for Admin user to display and check statistics about the number of sheets which each user prints. For details, see SmartDeviceMonitor for Admin Help. Auto Run may not work with certain operating system settings.

If this happens, launch "Setup.exe" on the CD-ROM root directory. 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 "When a Message Appears during Installation of the Printer Driver", Trouble Shooting. 28 Installing the Printer Driver Installing the PCL or RPCS printer driver (IPP) Important To install printer driver under Windows 2000 / XP Professional / Vista and Windows Server 2003 / 2003 R2, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member. 1 A Quit all applications currently running. B Insert the CD-ROM into the CD-ROM drive.

The installer starts. C Select an interface language, and then click [OK]. The default interface language is English. D Click [PCL/RPCS Printer Drivers]. E The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >]. F Select a printer driver you want to use in the [Select Program] dialog box. You can select several printer drivers. G Select the machine model you want to use.

The printer name can be changed in the [Change settings for 'Printer Name'] box. H Double-click the printer name to display the printer settings. The details shown in [Comment:], [Driver:], and [Port:] vary depending on the operating system, printer model, and port. I Click [Port:], and then click [Add]. J Click [SmartDeviceMonitor], and then click [OK]. K Click [IPP]. L In the [Printer URL] box, enter "http://printer's address/printer" as the printer's address. If the server authentication is issued, to enable SSL (a protocol for encrypted communication), enter "https://printer's address/printer" (Internet Explorer 5.01, or a higher version must be installed). (example IP address: 192.168.15.16) http://192.168.15.

16/printer https://192.168.15.16/printer You can enter "http://printer's address/ipp" as the printer's address. 29 Preparing the Machine M Enter a name for identifying the printer in [IPP Port Name].

Use a name different from the one of any existing port. If a name is not specified here, the address entered in the [Printer URL] box becomes the IPP port name. For information about the settings, see SmartDeviceMonitor for Client Help. N Click [Detailed Settings] to make necessary settings. O Click [OK]. P Check that the port of the selected printer is displayed in [Port:]. Q Set a user code, if necessary. Up to 8 numeric characters can be entered. No alphabetic characters or symbols can be entered. R Select the [Default Printer] check box to configure the printer as default.

S Click [Continue]. Installation starts. T After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish]. Restart the computer to complete installation. Note To stop installation of the selected software, click [Cancel] before installation is complete. Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory. Setting a user code allows a SmartDeviceMonitor for Admin user to display and check the number of sheets each user prints. For details, see SmartDeviceMonitor for Admin Help.

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 "When a Message Appears during Installation of the Printer Driver", Trouble Shooting. 30

Installing the Printer Driver Using the Standard TCP/IP port This describes how to install the PCL or RPCS printer driver using the TCP/IP port. Important To install this printer driver under Windows 2000 / XP Professional / Vista and Windows Server 2003 / 2003 R2, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member. 1 In an IPv6 environment, you cannot use the Standard TCP/IP Port. Use the SmartDeviceMonitor for Client port. Installing the PCL or RPCS Printer Driver A Quit all applications currently running.

B Insert the CD-ROM into the CD-ROM drive. The installer starts. C Select an interface language, and then click [OK]. The default interface language is English. D Click [PCL/RPCS Printer Drivers]. E The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >]. F Select a printer driver you want to use in the [Select Program] dialog box.



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You can select several printer drivers.

G Click [Next >]. H Select the machine model you want to use. The printer name can be changed in the [Change settings for 'Printer Name'] box. I Double-click the printer name to display the printer settings. The details shown in [Comment:], [Driver:], and [Port:] vary depending on the operating system, printer model, and port. J Click [Port:], and then click [Add]. K Click [Standard TCP/IP Port], and then click [OK]. Configure the Standard TCP/IP port settings, and then see Windows Help if [Standard TCP/IP Port] does not appear. 31 Preparing the Machine L Click [Next >] in the [Add Standard TCP/IP Printer Port Wizard] dialog box. M Enter the printer name or IP address in the [Printer Name or IP Address] box.

I The [Port Name] text box automatically obtains a port name. Change this name if necessary. When the device selection appears, select "RICOH NetworkPrinter Driver C Model". N Click [Next >]. O Click [Finish] in the [Add Standard TCP/IP Printer Port Wizard] dialog box.

The installation start dialog box reappears. P Check that the port of the selected printer is displayed in [Port:]. Q Configure the default printer as necessary. R Click [Continue]. The printer driver installation starts.

S After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish]. Restart the computer to complete installation. Note To stop installation of the selected software, click [Cancel] before installation is complete. Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory. 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 "When a Message Appears during Installation of the Printer Driver", Trouble Shooting.

32 Installing the Printer Driver Using the LPR port This describes how to install the PCL or RPCS printer driver using the LPR port. Important To install this printer driver under Windows 2000 / XP Professional / Vista and Windows Server 2003 / 2003 R2, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member. 1 Installing the PCL or RPCS printer driver A Quit all applications currently running. B Insert the CD-ROM into the CD-ROM drive. The installer starts. C Select an interface language, and then click [OK]. The default interface language is English. D Click [PCL/RPCS Printer Drivers]. E The software license agreement appears in the [License Agreement] dialog box.

F Select a printer driver you want to use in the [Select Program] dialog box. You can select several printer drivers. After reading the agreement, click [I accept the agreement.], and then click [Next >]. G Select the machine model you want to use.

The printer name can be changed in the [Change settings for 'Printer Name'] box. H Click [Next >]. I Double-click the printer name to display the printer settings. J Click [Port:], and then click [Add]. K Click [LPR Port], and then click [OK].

box. The details shown in [Comment:], [Driver:], and [Port:] vary depending on the operating system, printer model, and port. If [LPR Port] does not appear, see Windows Help and install it. L Enter the printer's IP address in the [Name or address of server providing lpd] M Enter "lp" in the [Name of printer or print queue on that server] box, and then click [OK]. The port is added. 33 Preparing the Machine 1 N Check that the port of the selected printer is displayed in [Port:]. O Configure the default printer as necessary. P Click [Continue]. The printer driver installation starts. Q After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish].

Restart the computer to complete installation. Note To stop installation of the selected software, click [Cancel] before installation is complete. Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory. 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 "When a Message Appears during Installation of the Printer Driver", Trouble Shooting. 34 Using as a Windows Network Printer Using as a Windows Network Printer This describes how to install the PCL or RPCS printer driver when using the printer as a Windows network printer.

To use the print server, install the printer driver by selecting "Network printer server", and then select the Windows 2000 / XP / Vista or Windows Server 2003 / 2003 R2 shared printer. This section assumes that the client has already been configured to communicate with a Windows 2000 / XP / Vista or Windows Server 2003 / 2003 R2 print server. Do not begin the following procedure before the client is set up and configured correctly. Important To install the printer driver under Windows 2000 / XP Professional / Vista and Windows Server 2003 / 2003 R2, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member.

1 If you print with a print server connected to the printer using the SmartDeviceMonitor port, Recovery Printing and Parallel Printing cannot be used from the client. If you print with a Windows XP / Vista or Windows Server 2003 / 2003 R2 print server, notification functions of SmartDeviceMonitor may not be used with the client. Installing the PCL or RPCS printer driver A Quit all applications currently running. B Insert the CD-ROM into the CD-ROM drive. The installer starts.

C Select an interface language, and then click [OK]. The default interface language is English. D Click [PCL/RPCS Printer Drivers]. E The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >]. F Select the printer driver you want to use in the [Select Program] dialog box. You can select several printer drivers. 35 Preparing the Machine G Click [Next >]. H Select the [Printer Name] check box to select the printer models you want to use.

I The printer name can be changed in the [Change settings for 'Printer Name'] box. I Double-click the printer name to display the printer settings. The details shown in [Comment:], [Driver:], and [Port:] vary depending on the operating system, printer model, and port. J Click [Port:], and then click [Add]. K Click [Network Printer], and then click [OK]. L Double-click the computer name you want to use as a print server in the [Browse for Printer] window.



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M Select the printer you want to use, and then click [OK]. N Check that the port of the selected printer is displayed in [Port:]. O Configure the user code as necessary. For an RPCS printer driver, a user code can be set after the printer driver installation.

For information about user code, see the printer driver Help. P Select the [Default Printer] check box to configure the printer as default. Q Click [Continue]. The printer driver installation starts. R After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish].

Restart the computer to complete installation. Note To stop installation of the selected software, click [Cancel] before installation is complete. Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory.

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 "When a Message Appears during Installation of the Printer Driver", Trouble Shooting. 36 Using as a NetWare Print Server / Remote Printer Using as a NetWare Print Server / Remote Printer This describes how to set up the Windows computer used as the NetWare client. Important To install this printer driver under Windows 2000 / XP Professional / Vista and Windows Server 2003 / 2003 R2, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member. 1 In an IPv6 environment, Netware servers cannot be used. The following explanation assumes NetWare Client is installed on the client computer and the NetWare server environment is correctly set up. Install all necessary client applications before following this procedure.

Set up the printer driver while logging on to the NetWare file server. The following values are used in the example: · Operating system: Windows 98 · NetWare version: 4.1 · File server name: CAREE · Queue name: R-QUEUE A Insert the CD-ROM into the CD-ROM drive. The installer starts. Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory. B Select an interface language, and then click [OK]. The default interface language is English. C Click [PCL/RPCS Printer Drivers].

D The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement.], and then click [Next >]. E Select the printer driver you want to use in the [Select Program] dialog box. You can select several printer drivers.

F Click [Next >]. G Select the [Printer Name] check box to select the printer model you want to use. The printer name can be changed in the [Change settings for 'Printer Name'] box. 37 Preparing the Machine H Double-click the printer name to display the printer settings. The details shown in [Comment:], [Driver:], and [Port:] vary depending on the operating system, printer model, and port.

I I Click [Port:], and then click [Add]. J Click [Network Printer], and then click [OK]. K Double-click the name of the NetWare file server on the network tree. The created queue is displayed. L Select the print queue, and then click [OK]. M Check that the port of the selected printer is displayed in [Port:]. N Click [Continue]. The printer driver installation starts. O Click [Finish] in the [Select Program] dialog box. P After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish].

Restart the computer to complete installation. Q After restarting the computer, launch the [Printers] window, and then open the printer properties. Under Windows XP or Windows Server 2003 / 2003 R2, open the printer properties from the [Printers and Faxes] window. R On the [Printer Settings] tab, clear the [Form Feed] and [Enable Banner] check boxes. Under Windows 2000 / XP / Vista or Windows Server 2003 / 2003 R2, click the [NetWare setting] tab. Do not select these check boxes since they are automatically selected by the printer driver. If you select the check boxes, the printer may not print correctly. S Click [OK] to close the printer properties dialog box. Note To stop installation of the selected software, click [Cancel] before installation is complete. The protocol is set to inactive as default.

Enable it using Web Image Monitor or Telnet. 38 Using as a NetWare Print Server / Remote Printer Form Feed Do not use NetWare to configure form feed. Form feed is controlled by the printer driver on Windows. If NetWare form feed is configured, the printer may not print properly. Follow the procedure below to disable form feed according to the operating system used: · Under Windows 2000 / XP / Vista or Windows Server 2003 / 2003 R2, clear the [Form feed] check box on the [NetWare Settings] tab in the printer properties dialog box.

I Banner Page Do not use NetWare to configure a banner page. Follow the procedure below to disable banner pages according to the operating system used: · Under Windows 2000 / XP / Vista or Windows Server 2003 / 2003 R2, clear the [Enable banner] check box on the [NetWare Settings] tab in the printer properties dialog box. Printing after Resetting the Printer Printer to print server connection requires 30 - 40 seconds to resume after the printer is reset. During this period, jobs may be accepted (depending on NetWare specifications) but not printed. To print after resetting the printer as the remote printer, check on the print server that the remote printer is disconnected, or wait for two minutes before trying to print.

39 Preparing the Machine Installing the Printer Driver Using USB 1 This section explains how to install printer drivers using USB. Before installing, check that only the operating system is running on the computer and no print jobs are in progress. The printer drivers can be installed from the supplied CD-ROM provided with this machine. Windows 2000 - USB Important To install a printer driver, you must have Administrators privilege. Log on using an account that has Administrators privilege. When USB is first used, Found New Hardware Wizard starts, and USB Printing Support is installed automatically. If the printer driver has already been installed, plug and play is enabled, and the icon of the printer connected to the "USB" port is added to the [Printers] window. If the printer driver is not installed, follow the plug-and-play instructions of the printer to install it from the supplied CD-ROM. A Connect the machine to the computer using the USB cable. Connect the USB cable firmly.

B In the Found New Hardware Wizard display, click [Search for a suitable driver for my device [recommended]], and then click [Next >].



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C Select the [Specify location] check box, and then click [Next >]. D Insert the CD-ROM into the CD-ROM drive. When Auto Run starts, click [Exit]. To disable Auto Run, press the left {Shift} key when inserting the CD-ROM into the drive and keep it pressed until the computer finishes reading from the CD-ROM. E Specify the location where the source files of the printer driver is stored. If the CD-ROM drive is D, the source files of the printer driver are stored in the following location: ·RPCS D:\DRIVERS\RPCSXP_VISTA(Language)\DISK1 ·PCL 5e D:\DRIVERS\PCL5EXP_VISTA(Language)\DISK1 ·PCL 6 D:\DRIVERS\PCL6XP_VISTA(Language)\DISK1 ·PostScript 3 ("Scanner Driver and Utilities" CD-ROM) D:\DRIVERS\PSXP_VISTA(Language)\DISK1 40 F Check the printer driver location, and then click [OK]. Installing the Printer Driver Using USB G Click [Next >]. H Click [Finish]. If the printer driver has already been installed, plug and play is enabled, and the icon of the printer connected to the "USB001" port is added to the [Printers] window.

Note The number after "USB" varies depending on the number of printers connected. I Windows XP, Windows Server 2003 / 2003 R2 - USB Important To install a printer driver, you must have Administrators privilege. Log on using an account that has Administrators privilege. When USB is first used, Found New Hardware Wizard starts, and USB Printing Support is installed automatically. If the printer driver has already been installed, plug and play is enabled, and the icon of the printer connected to the "USB" port is added to the [Printers] window.

The printer drivers can be installed from the supplied CD-ROM provided with this machine. If the printer driver is not installed, follow the plug-and-play instructions of the printer to install it from the supplied CD-ROM. A Connect the machine to the computer using the USB cable. Connect the USB cable firmly. B In the Found New Hardware Wizard display, click [Install the software automatically (Recommended)], and then click [Next >].

C Insert the CD-ROM into the CD-ROM drive. If Auto Run starts, click [Cancel], and then [Exit]. To disable Auto Run, press the left {Shift} key when inserting the CD-ROM into the drive and keep it pressed until the computer finishes reading from the CD-ROM. D Select the [Include this location in the search] check box under [Search for the best driver in these location], and then click [Browse] to select the printer driver location. If the CD-ROM drive is D, the source files of the printer driver are stored in the following location: ·RPCS D:\DRIVERS\RPCSXP_VISTA(Language)\DISK1 ·PCL 5e

D:\DRIVERS\PCL5EXP_VISTA(Language)\DISK1 ·PCL 6 D:\DRIVERS\PCL6XP_VISTA(Language)\DISK1 ·PostScript 3 ("Scanner Driver and Utilities" CD-ROM) D:\DRIVERS\PSXP_VISTA(Language)\DISK1 41 Preparing the Machine I E Check the printer driver location, and then click [Next >]. F Click [Continue]. G Click [Finish]. If installation is successful, the icon of the printer connected to the "USB001" port is added to the [Printers and Faxes] window. Note The number after "USB" varies depending on the number of printers connected. Windows Vista - USB Important To install a printer driver, you must have Administrators privilege.

Log on using an account that has Administrators privilege. If the printer driver is already installed and plug and play is enabled, the icon of the printer connected to the "USB" port appears in the [Printers] window. The printer drivers can be installed from the CD-ROM provided with this machine. If the printer driver is not already installed, follow the printer's plug and play instructions to install it from the provided CD-ROM. A Connect the machine to the computer using a USB cable. Connect the USB cable firmly. The [Found New Hardware] dialog box appears. B Click [Locate and install driver software (Recommended)]. C Click [Don't search online]. If the [User Account Control] dialog box appears, click [Continue].

A message prompting you to insert the provided CD-ROM appears. D Insert the provided CD-ROM into the computer's CD-ROM drive. The printer driver search begins, and a list of printer drivers appears. E Select the printer driver you want to use, and then click [Next]. F Click [Close].

If the [Windows can't verify the publisher of this driver software] message appears, click [Install this driver software anyway]. If the installation is successful, the icon of the printer connected to the "USB001" port appears in the [Printers] window. Note The number after "USB" varies depending on the number of printers that the computer is connected to. 42 Printing with Parallel Connection Printing with Parallel Connection This describes how to install the PCL or RPCS printer driver when using the parallel port. To use a machine connected using a parallel interface, click [LPT1] when installing the printer driver. Important To install this printer driver under Windows 2000 / XP Professional / Vista and Windows Server 2003 / 2003 R2, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member. I Installing the PCL or RPCS printer driver A Quit all applications currently running. B Insert the CD-ROM into the CD-ROM drive. The installer starts. C Select an interface language, and then click [OK]. The default interface language is English. D Click [PCL/RPCS Printer Drivers]. E The software license agreement appears in the [License Agreement] dialog box. After reading the agreement, click [I accept the agreement].

], and then click [Next >]. F Select the printer driver you want to use in the [Select Program] dialog box. You can select several printer drivers. G Click [Next >]. H Select the [Printer Name] check box to select the printer model you want to use. The printer name can be changed in the [Change settings for 'Printer Name'] box. I Double-click the printer name to display the printer settings. The details shown in [Comment:], [Driver:], and [Port:] vary depending on the operating system, printer model, and port. J Check that [LPT1:] is shown in [Port:]. 43 Preparing the Machine K Select the [Default Printer] check box to configure the printer as default.

L Click [Finish]. I The printer driver installation starts. M After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish]. Restart the computer to complete installation. Note To stop installation of the selected software, click [Cancel] before installation is complete.

Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory. A message appears if there is a newer version of the printer driver already installed.



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