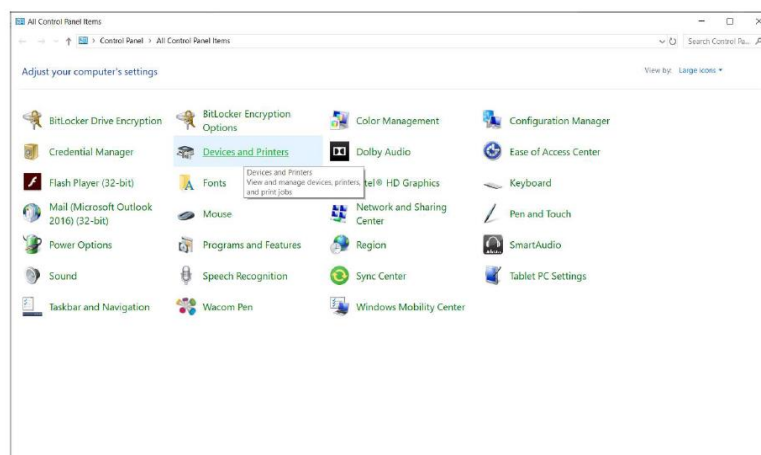# USB Printing Setup Guide

Prerequisite

Before carrying out the below instructions please ensure you have mapped to a network printer on any MOJ or NPS site to enable you to have the required print driver set to apply the correct driver to your USB print device.

If you have not yet mapped a network printer you can do so on any WIFI connection from your DOM1 connected MOJ laptop, it is important that you map to an asset number "X00XXXXX" device to enable the correct driver set for the new model printers.
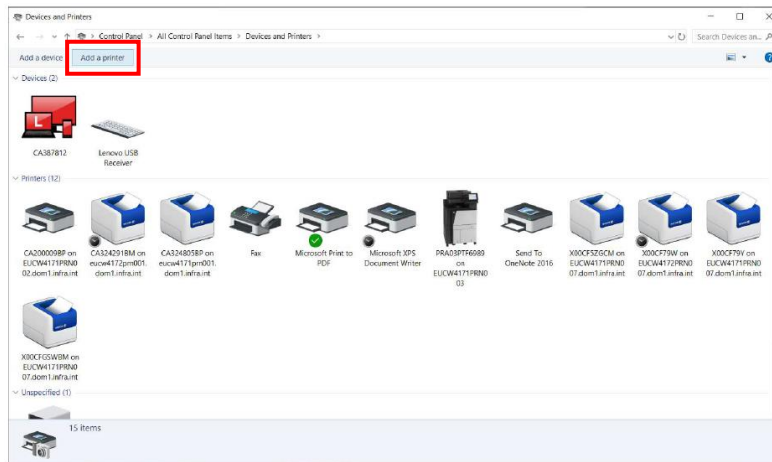
See "PRP Connecting to a printer v2.0.pdf" on how to map a network printer.
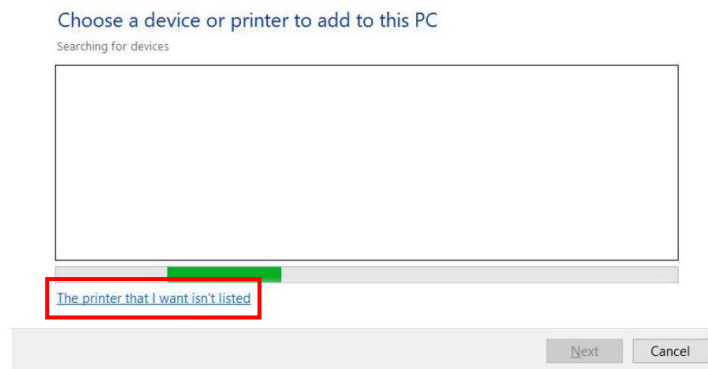
Set up a USB printer

1. Please connect your laptop USB port to the required printer via a USB cable to the rear of the printer before creating the USB print queue below.

2. With the USB cable connected to laptop and printer, **click** "start" then type "Control Panel", **left click** on Control Panel

3. The box below will appear, **left click** on "Devices and Printers" from the Menu
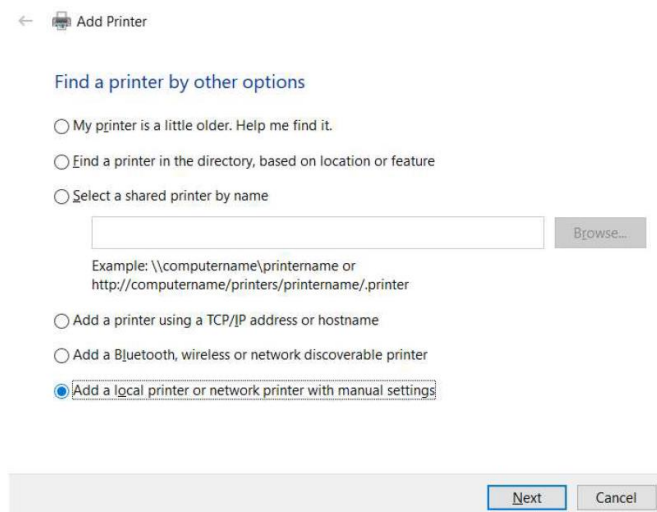
4. The "Devices and Printers" box will appear as below, **left click** "Add Printer"
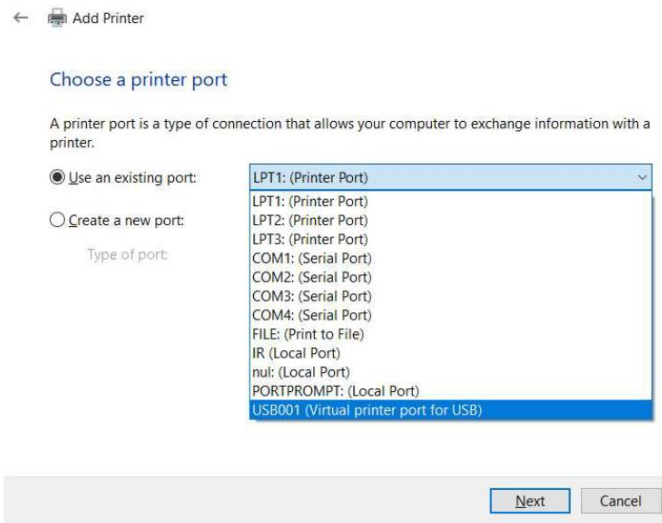

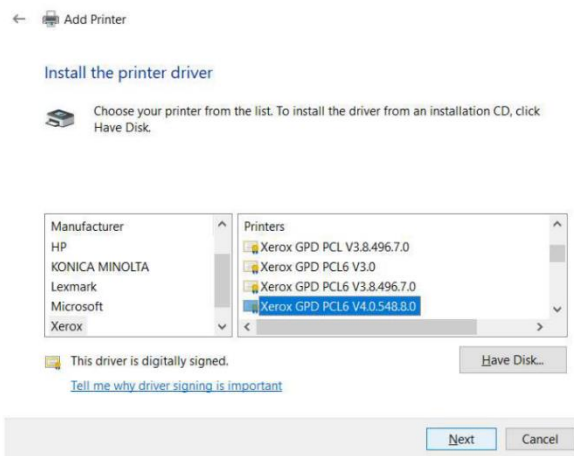5. **Left click** "The printer that I want isn't listed"

6. **Left click** the bottom option "Add a local printer or network printer with manual settings", **left click** "Next"
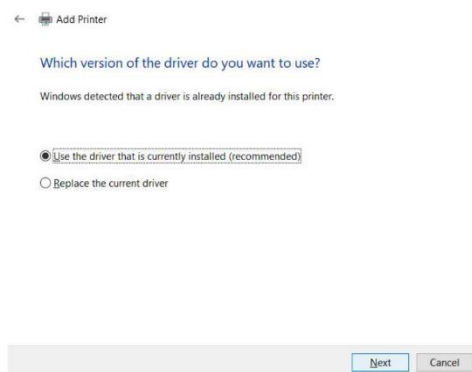
7. **Left click** the radio button saying "Use an existing port", **left click** the little arrow drop down Menu and **left click** "USB001 (Virtual printer port for USB)" and **left click** "Next"

← 🖶 Add Printer

Choose a printer port

A printer port is a type of connection that allows your computer to exchange information with a printer.

◉ Use an existing port: LPT1: (Printer Port)

○ Create a new port:
    Type of port:

LPT1: (Printer Port)
LPT2: (Printer Port)
LPT3: (Printer Port)
COM1: (Serial Port)
COM2: (Serial Port)
COM3: (Serial Port)
COM4: (Serial Port)
FILE: (Print to File)
IR (Local Port)
nul: (Local Port)
PORTPROMPT: (Local Port)
USB001 (Virtual printer port for USB)

Next   Cancel

8. In the left-hand box, scroll down and **left click** on "Xerox", in the right-hand box scroll down and **left click** on "Xerox GPD PCL6 V4.0.548.8.0" and **click** "Next"

← 🖶 Add Printer

Install the printer driver

Choose your printer from the list. To install the driver from an installation CD, click Have Disk.

Manufacturer	Printers
HP	Xerox GPD PCL V3.8.496.7.0
KONICA MINOLTA	Xerox GPD PCL6 V3.0
Lexmark	Xerox GPD PCL6 V3.8.496.7.0
Microsoft	Xerox GPD PCL6 V4.0.548.8.0
Xerox	

🔲 This driver is digitally signed.   Have Disk...

Tell me why driver signing is important

Next   Cancel

9. **Left click** on the radio button saying, "Use the driver that is currently installed (recommended)", then **left click** "Next"

← 🖶 Add Printer

Which version of the driver do you want to use?

Windows detected that a driver is already installed for this printer.

◉ Use the driver that is currently installed (recommended)
○ Replace the current driver

Next   Cancel

10. In the "Printer name" box, **type** the asset number of the printer, followed by "USB Printing", then **left click** "Next"

← 🖶 Add Printer

Type a printer name

Printer name: X00123456 USB Printing

This printer will be installed with the Xerox GPD PCL6 V4.0.548.8.0 driver.

Next   Cancel

11. The printer will now install

← 🖶 Add Printer

Installing printer...

Next   Cancel

12. **Left click** the radio button saying, "Do not share this printer" and **left click** "Next"

← 🖶 Add Printer

Printer Sharing

If you want to share this printer, you must provide a share name. You can use the suggested name or type a new one. The share name will be visible to other network users.

⦿ Do not share this printer
○ Share this printer so that others on your network can find and use it
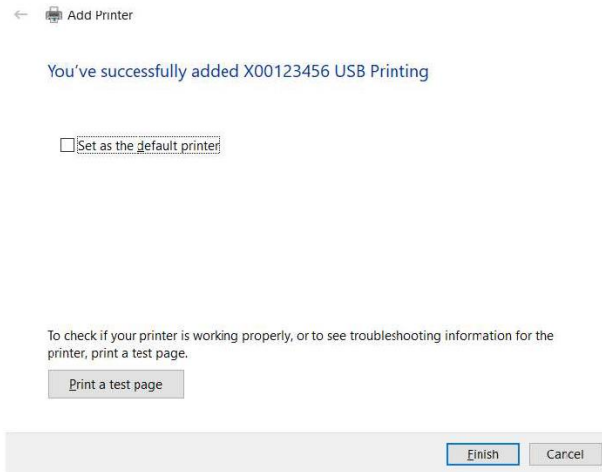
Share name: X00123456 USB Printing
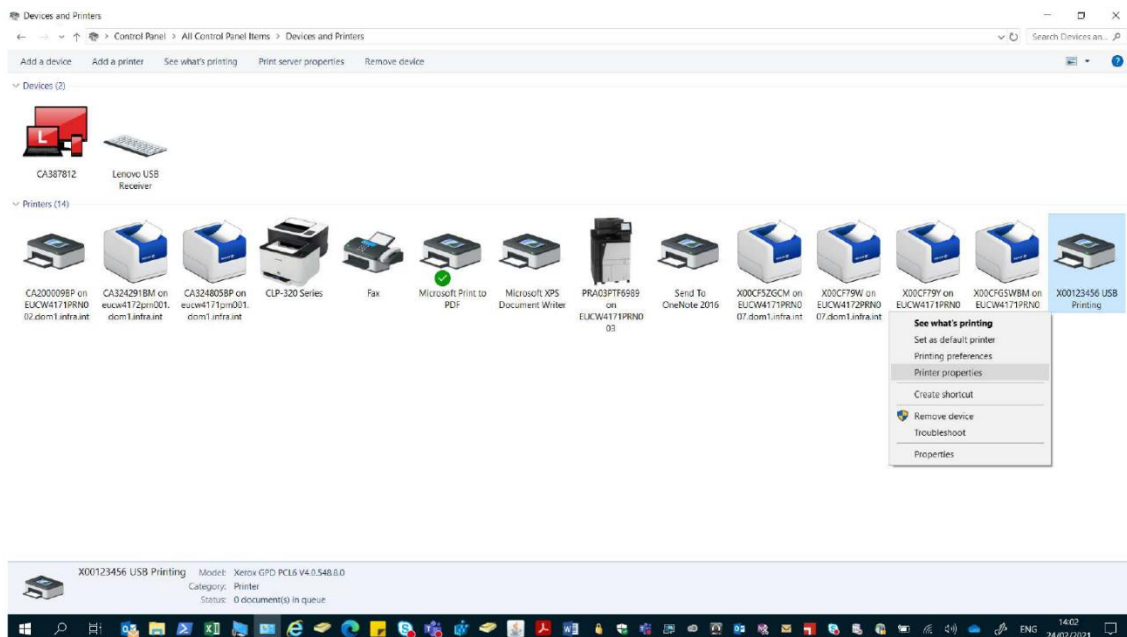
Location: Browse...

Comment:

Next   Cancel

13. <u>You can choose whether to make this printer your default or leave as non-default, if you choose "default" then every time you ask for a print it will automatically use this printer</u>. **Left click** "print a test page" button, the printer should print a test page. **Left click** "finish"
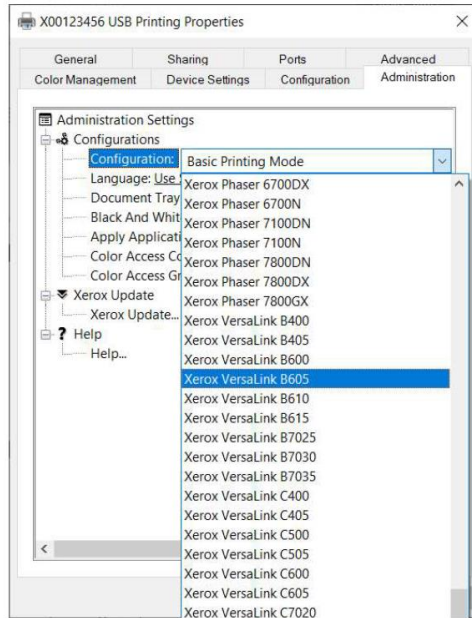

14. The USB printer will now show in your "Devices & Printers" in your "Control Panel".

15. **Right click** on the device and **left click** on "Printer Properties"

16. When in "Printer Properties" **left click** on the "Administration" Tab and change "Configuration" drop down from "Basic Printing Mode" to the model of the printer your using (B400, B600 or B605 see model name on the asset tag) from the drop down menu, **left click** "Apply" and "Okay"

17. The USB Printing for the printer is setup and you have applied the full Xerox driver options for the printer.