How to print from your computer – Windows guide!

- Download the driver. Link is for Win. 10 (64bit) PCL6 Driver for Universal Print
 <u>http://support.ricoh.com/bb/pub_e/dr_ut_e/0001316/0001316926/V42600/z88755L19.exe</u>
- 2. Install driver and remember installation location.
- Go to settings → Devices → Printer & scanners. Choose add a printer and scanner and then *"the printer that i want isn't listed"*

Printers & scanners

		\times
÷	n Add Printer	
	Find a printer by other options	
	 My printer is a little older. Help me find it. Select a shared printer by name 	
	Browse	
I	Example: \\computername\printername or http://computername/printers/printername/.printer	
	○ Add a printer using a TCP/IP address or hostname	
	○ Add a Bluetooth, wireless or network discoverable printer	
	O Add a local printer or network printer with manual settings	

4. Choose *add a local printer or network printer with manual setting* and then created a new port *standard TCP/IP Port*

Printers & scanners

			×
~	ᡒ Add Printer		
	Choose a printer port		
	A printer port is a type of connection that allows your computer to exchange information with a printer.		
	\bigcirc Use an existing port:	LPT1: (Printer Port)	<i></i>
	• Create a new port:		
1	Type of port:	Standard TCP/IP Port	~

5. Enter the IP address 10.220.166.234 and deselect *query the printer automatically...*

			×			
←	ᡒ Add Printer					
	Type a printer hostname or IP address					
	Device type:	TCP/IP Device				
	Hostname or IP address:	10.220.166.234				
	Port name:					
	Query the printer and automatically select the driver to use					

6. Next choose *Have disk* and go to the driver location. .../disk/oemsetup

~	🥪 Add P	rinter						
Install the printer driver								
F		Choose vour print	er from the list. C	lick Windows Update to see more	models	5		×
		Look in:	📙 disk1	~	G 🗊	P 🛄 🔻		
		4	Name	^		Date modifie	ed	
	Manufa	Quick access	oemsetup			08/01/2020	18:06	
	HP Microso							
	📑 This	Libraries						
	" <u>Tell r</u>							
		This PC						
								
Æ	Send To	Network	<					>
B			File name:	oemsetup		~	Open	
			Files of type:	Setup Information (*.inf)		\sim	Cancel	

7. Choose *PCL6 Driver for Universal Print* and finish the installation process.

←	ᡒ Add	Printer		×	
	Install	the printer driver Choose your printer from the list. Click Wir To install the driver from an installation CD,	dows Update to see more click Have Disk.	models.	
	Printers PCL6 Driver for Universal Print RICOH PCL6 UniversalDriver V4.26				
	📮 Thi	is driver is digitally signed. I me why driver signing is important	Windows Update	Have Disk	
				Next Cancel	