KYOCERA

Printer Driver
User Guide

MA2001w   MA2000w   MA2001   MA2000
PA2001w   PA2000w   PA2001   PA2000

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1 Product overview

A printer driver is an application that manages communication between your computer and the printer. Use this application to make adjustments to your files before printing.

📝 Some features and options may not be available to your printer.

Documentation

This guide helps you install and use the printer driver in a supported Windows operating system.

This guide is intended for system administrators and all other users.

Conventions

The following conventions may be used in this guide:

- **Bold text** is used for menu items and buttons
- Screen, text box, and drop-down menu titles are spelled and punctuated exactly as they are displayed on the screen
- *Italics* are used for document titles
- Icons are used to draw your attention to certain pieces of information. Examples:

📝 This is a NOTE icon. This indicates information that is useful to know.

⚠️ This is a CAUTION icon. This indicates important information that you should know, including such things as data loss if the procedure is not done properly.

System requirements

Refer to the *Release Notes* or *ReadMe* that accompany this product.

2 Installation

You can install a driver from the Microsoft Windows Update site if a certified driver is available and the system is connected to the web.

We recommend that you continue to install the driver from the web installer, standalone installer packages, or Product Library disc for an expanded feature set. If prompted for the Found New Hardware Wizard, select **Cancel**. If prompted for the Hardware Installation warning, select **Continue Anyway**.

Saving energy and resources

Depending on your region, you may be prompted with information about resource and energy conservation after accepting the license agreement. Read the information, then select **OK**.

Downloadable installers

From the KYOCERA Document Solutions website, you can download installer files to set up drivers and components for your printer.

Web installer

You can specify the applications you want to download and install, depending on your printer.

Standalone installer packages

Install individual packages for specific applications.

> • In Windows operating systems, you must have administrator rights to install the applications.
> • Some features and options may not be applicable to your printer.

Preparing to install drivers and components

1 Turn on the computer and the printer.

> For some printers with wireless functionality, during first-time setup, make sure that your computer and printer are connected with a USB cable to configure network settings using the Wireless Network Setup Tool.

2 From a web browser, go to the KYOCERA Document Solutions website.

3 Select your printer, operating system, and language.

4 Select any of the available installer files.

5 Review your selections, then proceed to download.

> Take note of the download location.

6 Run the installers. If necessary, allow the installers to make changes to your computer.

> To properly download and install drivers and components, make sure that you have stable internet connectivity.

7 Read and accept the license agreement.

Installing drivers and components

> Make sure that your printer and computer are turned on and connected by USB, network, or parallel cable. Parallel connection is available only in some printers.

1 Depending on the installer, do either of the following:

- Select **Install**.

  > If proxy authentication is enabled, you may be prompted to enter your proxy credentials. To manually configure your proxy settings, contact your system administrator.

- Extract the files.

  > Some components may allow you to modify the file extract location.

2 Do any of the following:

- Review or modify installation options, then follow the instructions on your screen.
- In File Explorer, navigate to the executable file to run the component.
- Create an installation package for distribution to other users.
- Install optional components.
- Upgrade or uninstall components.

> Available components may vary depending on your printer.

Product Library disc

Two options of installation are available:

Quick Installer

Install a set of pre-selected drivers and utilities in package form.

Custom Installer

Install individual drivers and utilities, upgrade existing applications, run certain utilities, access documentation, and uninstall applications.

After installation, make sure to configure the printer driver settings in printer Properties and Printing Preferences.

> • In Windows operating systems, you must have administrator rights to install the applications.
> • Upgrade is only available, if necessary. In a client/server environment, you can only upgrade older drivers from the server but not from a client computer. For more information, contact your regional technical support.
> • Some features and options may not be applicable to your printer.

Preparing to install components

1 Turn on the computer and the printer.

> For some printers with wireless functionality, during first-time setup, make sure that your computer and printer are connected with a USB cable to configure network settings using the Wireless Network Setup Tool.

2 Insert the Product Library disc into the drive.

3 Run the installer. If necessary, allow the installer to make changes to your computer.

> If the installer fails to start, then navigate to the drive in File Explorer and run `Setup.exe.`

4 Read and accept the license agreement.

5 Depending on your system configuration, you may select from a list of available languages.

Quick Installer

Install a set of pre-selected drivers and utilities through a USB or network connection. You can install one or more features simultaneously.

If the installer cannot find your printer, contact your system administrator.

Installing with Quick Installer

Make sure that your printer and computer are turned on and connected by USB, network, or parallel cable. Parallel connection is available only in some printers.

1 In the installer, select **Quick Installer**, then select the connection type.

2 Select your printer from the list.

If the printer does not appear, then remove and reinsert both ends of the USB, network, or parallel cable. Select **Refresh** to rediscover printers.

3 Review or modify the list of features.

4 Review your selections, then select **Install**.

5 After the installation finishes, select from the following options:

Print a test page

Test the connection and operation of the printer by printing the *Windows Printer Test Page*.

Show Quick Print tab

With Quick Print, you can define basic print options into group profiles that can be accessed easily. You can also find this option in **Printer properties** > **Device Settings** > **Administrator** > **General**.

Expand this option to select from the following:

- **Set Quick Print tab as default**
- **Set Basic tab as default**
- **Hide other tabs**

6 Select **Finish**.

If the installation fails, then resolve any issues before repeating the process. If necessary, contact your system administrator.

Custom Installer

This refers to detailed printer, driver, and utility installation for a USB, network connection, or parallel connection (available only in some printers). The installer can discover printers that are turned on, and connected by USB or network cable, or you can manually select your printer and port name.

You can add one or more printers from the Devices list to the Products to Install list. You can also install utilities without printers or drivers by selecting **Utilities**.

If you have many computers to update, then you can create a package file (.exe) of all driver and utility components in the Products to Install list by selecting the arrow next to the Install button. Users can run the package on their computers to automatically install the components.

If the installer cannot find your printer, then contact your system administrator.

Selecting SNMP settings

If a discovery is in process, or at least one discovered printer has been added to the Devices list, the SNMP Settings icon is unavailable.

1 In the installer, select **Custom Installer**.

2 In Product Library, select **Custom Install**.

If necessary, read and accept the license agreement.

3 Under the printer list, select **SNMP Settings**, then select from the following options:

Use SNMP v1/v2

Specify a Read community name.

Use SNMP v3

Specify a user name and password, and if necessary, an option for authentication and privacy. To restore the default setting, select **Reset to default**.

4 Select **OK**.

If you specify a different Read community name, then the printer list is cleared. Select **Refresh** to rediscover printers.

Installing with Custom Install

Make sure that your printer and computer are turned on and connected by USB, network, or parallel cable. Parallel connection is available only in some printers.

1 In the installer, select **Custom Installer**.

2 In Product Library, select **Custom Install**.

If necessary, read and accept the license agreement.

3 In Devices, select your printer, then add it to the Products to Install list.

If the printer is not on the list, then do any of the following:

- Remove and reinsert both ends of the USB, network, or parallel cable. Select **Refresh** to rediscover printers.
- In the search box, specify the printer model, IP address, host name, or USB port. If the search finds your printer, then select it.
- Select **Add custom device**, and then do the following:

  a) Select your printer model.
  b) Select a port name or select **Add Port** to manually configure a port connected to your system.

    c) Select **OK**.

4 In Drivers, select one or more drivers, then add it to the Products to Install list.

5 In Utilities, select one or more utilities, then add it to the Products to Install list.

6 Review your selections in Products to Install.

- To use a host name for the standard TCP/IP port, select **Use host name as port name**.

> This option is not available with a USB connection or for printers configured using Add custom device.

- Select **Edit** beside an item to modify the available installation options.
- Select **Delete** beside an item to remove it.
- Select **Remove all** to delete all items.

7 Select **Install**.

8 After the installation finishes, select from the following options:

Print a test page

    Test the connection and operation of the printer by printing the *Windows Printer Test Page*.

Show Quick Print tab

    With Quick Print, you can define basic print options into group profiles that can be accessed easily. You can also find this option in **Printer properties** > **Device Settings** > **Administrator** > **General**.

    Expand this option to select from the following:

    - **Set Quick Print tab as default**
    - **Set Basic tab as default**
    - **Hide other tabs**

9 Select **Finish**.

If the installation fails, then resolve any issues before repeating the process. If necessary, contact your system administrator.

Creating an installation package for distribution

> Make sure that your printer and computer are turned on and connected by USB, network, or parallel cable. Parallel connection is available only in some printers.

1 In the installer, select **Custom Installer**.

2 In Product Library, select **Custom Install**.

3 In Devices, select your printer, then add it to the Products to Install list.

4 Select a driver, then add it to the Products to Install list.

5 In Utilities, select a utility, then add it to the Products to Install list.

6 Select the arrow beside the Install button, then select **Package**.

7 Select **Browse** to specify the destination folder for the package, then enter a package name.

8 Select from the following options:

Silent installation

Create a package that performs installation in the background with no user interface.

Show a notification when errors occur

Enable notification of any errors that may occur during a silent installation. This option is available only if Silent installation is selected.

9 Select **OK** > **Finish**.

You can distribute the installation package and notify your users of the package name and location.

Upgrading drivers and utilities

The installer can detect outdated driver or utility components on your computer. You can select components and upgrade them to the most recent version. Upgrade is only available, if necessary.

This feature is not available if the printer has active connections or is shared in Printer properties. In a client/server environment, you can only upgrade older components from the server but not from a client computer. For more information, contact your regional technical support.

1 In the installer, select **Custom Installer**.

2 In Product Library, select **Upgrade**.

3 Select the drivers and utilities to be upgraded on your computer.

4 Select **Upgrade** > **Finish**.

Documents

Access guides about the driver, utilities, and printer operation. Acrobat Reader 8.0 or later is required to view PDF files.

Uninstalling driver components

The uninstaller can find the printer driver components on your computer. It creates a list of those components in the Uninstall window. If you uninstall a driver, then printers using that driver will also be removed from your computer.

1 In the installer, select **Custom Installer**.

2 In Product Library, select **Uninstall**.

3 Select the components to be uninstalled.

> Select by printer or expand each item to select individual components. Select or clear all items by choosing **Select all**.

4 Select **Uninstall** > **Finish**. If prompted, restart your computer.

Printer driver settings access

The printer driver software can be accessed from the Print dialog box of an application, KYOCERA Client Tool, or **Start** > **Control Panel**. If accessed from an application, then changes made to driver settings remain in effect until the application is closed. If accessed from KYOCERA Client Tool or Control Panel, changes are maintained as the default printer settings.

Changing the default driver settings

1 In Control Panel, select **Devices and Printers**.

2 Right-click your printer, then select **Printing preferences**.

3 Review and modify the settings, then select **OK**.

> You can also change the default driver settings by accessing the printer driver in KYOCERA Client Tool. For more information, see the *KYOCERA Client Tool User Guide*.

3 Printing Preferences summary

The lower pane of Printing Preferences displays a summary of the settings in each tab. You can expand or collapse each group of settings. The following overview images also show a visual representation of some settings:

Printer

Displays most attached input and output devices. Any changes made to Source and Destination are highlighted in green.

Page

Reflects the changes made to page settings such as orientation and layout.

Color

Illustrates color or grayscale settings.

> - If the vertical screen resolution of your computer is 864 pixels or less, then the lower pane does not appear.
> - Some features and options may not be applicable to your printer.

Online Help

The printer driver software provides settings to customize output from your printer. The printer driver offers user assistance with online Help. When selecting printer driver options, refer to the online Help topics for answers to questions and assistance with problem solving.

To open online Help within the Printing Preferences tabs, Device Settings, and all other dialog boxes, press F1 on your keyboard, or click the question mark icon in the upper right corner and click again in the dialog box.

Settings list

The tree view in the lower pane of each tab displays current settings for most driver features. You can scroll down to view features for all driver tabs. As each option is selected, the current selection is displayed in the tree view. You can click the minus (-) or plus (+) sign to hide or show details.

Print preview

The Print preview check box appears below each tab. After selecting driver settings, you can use Print preview to check the print job. Text and images are displayed in the preview, along with any optional Watermark.

Previewing a print job

1 In any Printing Preferences tab, select **Print preview**.

> Make sure to review or modify the settings before you preview the job.

2 Click **OK** > **Print**.

3 In Print preview, do any of the following:

- To navigate through the pages, select the arrow buttons.
- To zoom in or out on a page, select the magnifying glass buttons.

> This feature is available depending on your document dimensions and screen resolution.

- To make additional changes before printing, select the **X** button.
- To print, select the printer button.

The About dialog

A logo or About button appears in the Device Settings and Printing preferences dialog boxes. Click to open the About dialog box that displays a button for driver version.

Displaying version information

1 In Device Settings or the Printing Preferences dialog box, click the logo or About button, then **Version** to view the following driver information:

- File Name
- Version
- Description
- Date
- Manufacturer
- Comments

2 To view copyright information, click **Legal Notices**.

3 Click **OK** in all dialog boxes.

Improving the software

1 In Device Settings or the Printing Preferences dialog box, click the logo or About button, then **Data Collection**.

2 Read the privacy policy and select a participation option.

3 Click **OK** in all dialog boxes.

4 Device Settings

In Device Settings, you can select installed printer options so the associated features can be used with the printer driver. You can match the memory setting in the driver with the memory installed in your printer. You can also specify Administrator, User, and Compatibility settings.

📝 Some features and options may not be applicable to your printer.

Accessing Device Settings

1 In Control Panel, select **Devices and Printers**.

2 Right-click your printer, and then select **Printer properties** > **Device Settings**.

Device options

With this feature, you can extend the capabilities of your printer for source options.

In a client/server environment, this feature is unavailable to a client logged in as a restricted user.

Setting Device options

1 In **Device Settings** > **Device options**, select the check boxes for all installed printer options.

2 Select **OK**.

Auto Configure

With this feature, you can detect the devices installed on a printer that is connected to a network. When your computer is connected to the printer through a TCP/IP or WSD port, the Auto Configure button appears in Device Settings. Auto Configure updates the Device options list, Memory, and overview images to keep the driver consistent with the printer configuration.

📝 This feature is not available when your computer is connected to the printer through a USB cable.

Not all installed devices are detected by using Auto Configure. Before selecting **OK** in Device Settings, check the settings to make sure that they are correct.

Silent auto configuration

Silent auto configuration checks the printer every 10 minutes for changes in optional devices or memory. When a change is detected, the driver is automatically updated with the new settings.

In a client/server environment, this feature is unavailable to a client logged in as a restricted user.

Enabling auto configuration

1 Verify that all optional devices are attached to the printer, and that it is turned on and ready to print.

2 In Device Settings, select **Auto Configure**, and then select from the following options:

Auto Configure Now

Retrieve the current settings from the printer.

Silent auto configuration

Allow the driver to periodically check the printer for any changes in optional devices or memory.

3 Select **OK** in all dialog boxes.

Memory

Memory is the amount of standard memory installed in the printer. By default, the Memory setting matches the standard memory in the printer.

Administrator Settings

With this feature, an administrator can set options that include controlling accessibility, displaying features in the interface and setting a password to control access to the Administrator Settings options.

In a client/server environment, this feature is unavailable to a client logged in as a restricted user.

General

In the General tab, an administrator can control the display of the Quick Print tab. Other miscellaneous settings can also be selected.

Show Quick Print tab

With this feature, an administrator can control the display of the Quick Print tab in Printing Preferences. You can define basic print options into group profiles for improved accessibility.

To enable this feature, select **Show Quick Print tab** in **Device Settings** > **Administrator** > **General**. When enabled, you can access the following options:

Hide other tabs

Displays only the Quick Print tab to the user.

Set Quick Print tab as default

Opens to this tab when you access Printing Preferences.

Hide Edit Quick Print control

Prevents users from customizing the Quick Print tab.

Send Count Information

With this feature, an administrator can embed count information in the print job, which can be used by some applications for accounting purposes. Count information includes the number of copies produced as well as multiple pages per sheet, and paper size values.

To enable this feature, select **Send Count information** in **Device Settings** > **Administrator** > **General**.

Send Application name

With this feature, an administrator can send the application name with a print job, so that a different printing process is used for each application.

To enable this feature, select **Send Application name** in **Device Settings** > **Administrator** > **General**.

Associate Profile with application

With this feature, an administrator can associate a profile with an application so that all printing from the application uses the same profile settings. Before using this feature:

- A profile must be created in the Profiles dialog box, accessed from any Printing Preferences tab.
- An association must be created between a profile and an application in the Application Based Printing dialog box, accessed from the Profiles dialog box.

This feature is enabled by default. To disable this feature, clear the **Associate Profile with application** check box in **Device Settings** > **Administrator** > **General**.

Password protect administrator settings

With this feature, an administrator can set Password protect administrator settings in the Administrator Settings dialog box to prevent unauthorized changes in this dialog box. If selected, this setting prompts you to enter a password and confirm the password. This password protection blocks access to all Administrator Settings options.

Setting the administrator password

1 In **Device Settings** > **Administrator** > **General**, select **Password protect administrator settings**.

2 Specify and confirm the password, and then select **OK**.

Clearing the administrator password

1 In Device Settings, click **Administrator**.

2 In the Enter Password dialog box, type the password and click **OK**.

3 In the Administrator Settings dialog box, clear the **Password protect administrator settings** check box, and click **OK**.

Hide Factory Default profile

With this feature, an administrator can hide or show the Factory Default profile in the Quick Print tab and the Profiles dialog box.

- With the check box selected, the Factory Default profile does not appear in the lists.
- With the check box cleared, the Factory Default profile appears in the lists.

Hide lower pane

With this feature, an administrator can reduce the size of the Printing Preferences dialog box by hiding the lower pane. The overview images and settings list are removed from view. Profiles buttons and the Print preview check box are still available.

For some screen display and screen resolution settings, the Hide lower pane check box is selected automatically.

Lock Settings

With this feature, an administrator can specify settings at the tab or feature level in the driver, and then lock them. The settings are then applied to all print jobs, and changes are restricted. The settings are locked in **Device Settings** > **Administrator** > **Lock Settings**.

Locking a setting will also lock the feature where it appears in other tabs. For example, selecting **EcoPrint** will also select and lock that feature in the Quick Print and Basic tabs.

The administrator can also set a password that is required to temporarily unlock a feature.

In a client/server environment, this feature is unavailable to a client logged in as a restricted user.

Lock Settings options

The Lock Settings tab displays driver settings that an administrator can lock. Once locked, user changes are restricted and the settings are applied to all print jobs. Once the settings are made, the Password settings option can be accessed. This lets an administrator control usage of paper and toner amounts.

EcoPrint

This option locks the EcoPrint setting selected in the Quick Print, Basic, or Imaging tab.

Multiple pages per sheet

This option locks the current Pages per sheet setting in the Quick Print tab and the Multiple pages per sheet setting in the Layout tab. The Pages per sheet option in the Layout tab is not locked.

Profile with application

This option locks a defined profile of driver settings by application.

Watermark

This option locks the Watermark settings selected in the Advanced tab.

Password settings

The password set by the administrator locks the selected driver features. When the administrator sets the password, the Unlock icon appears in the driver tabs or the Application Based Printing dialog box. To unlock a feature, click Unlock and type the password.

Locking driver settings

1 In **Device Settings** > **Administrator**, click **Lock Settings**.

2 Select the check box for each driver feature to be locked.

3 Select the **Password settings** check box if you wish to set a password to temporarily unlock settings.

In the Password Settings dialog box, type a password from 4 to 16 characters. Confirm the password, and click **OK**.

To remove the password, clear the **Password settings** check box. In the Unlock Password dialog box, type the password, and click **OK**.

4 To save your Lock Settings selections, click **OK**.

When a password is set, the Unlock icon appears in driver tabs where the locked features appear. To unlock a feature and change its settings temporarily, click **Unlock** and type the password.

User Settings

With this feature, you can specify the user name, select the default unit of measure, and change the driver display language.

In a client/server environment, Units is unavailable to a client logged in as a restricted user. User name and Language preference can be changed.

Identification

With this feature, you can identify your print job with a User name and Department name, to a maximum of 31 characters. Double-byte characters are supported. The User name can be used to identify a print job stored on the storage device.

In a client/server environment, a client user can change the User name. This does not change the default user name selection on the server.

Setting user identification

1   In **Device Settings** > **User**, type your preferred name in the User name text box.

2   Type your department or group name in the Department text box.

    You can type a maximum of 31 characters in the User name and Department text boxes.

3   Click **OK** in all dialog boxes.

Units

With this feature, you can set **Inches** or **Millimeters** as the unit of measurement. This is used for the following settings:

- Page Sizes settings in the Basic tab
- Spacing setting in the Add Watermark and Edit Watermark dialog boxes in the Advanced tab
- Poster and Gutter settings in the Layout tab

Selecting a unit of measurement

1   In **Device Settings** > **User**, select **Inches** or **Millimeters**.

2   Click **OK** in all dialog boxes.

Language preference

With this feature, you can specify the user interface language of Device Settings in printer Properties and all tabs of Printing Preferences.

Available languages vary depending on your locale and your computer settings.

Setting Language preference

1 In **Device Settings** > **User**, select the preferred language from the Select language list.

2 Click **OK** in all dialog boxes.

Compatibility Settings

With this feature, you can specify media source values, override the application's Collate setting, and combine the Source and Media type lists in the Basic tab.

In a client/server environment, this feature is unavailable to a client logged in as a restricted user.

To restore all the options in the Compatibility Settings dialog box to default, click **Reset**.

Media source enumeration

Media source enumeration supports compatibility for media source values unique to the printer driver, such as those for cassettes or feeders. Your newly installed printer driver maintains identical media source support with the driver it replaces, whether for this driver or one from another manufacturer. If media source macros exist for the older driver, then the alignment of media source values maintains support without the need to change the macros.

Use the Driver Info utility (from the top-level folder or \ProductLib, navigate to \Utility \Driver Info\DrvInfo.exe) to compare the source values for all installed drivers.

If the values for a given media source differ between printer drivers, you can reassign an enumerated value to create a match between the drivers.

Setting media sources

1 In **Device Settings** > **Compatibility**, from the Media source enumeration list select the paper supply method. The current value is listed in the Enumerated value box.

2 Type an **Enumerated value** for the media source, and click **Apply**. To align settings with a different driver, this value should align with those in the other driver.

3 Click **OK** in all dialog boxes.

Ignore application collation

With this feature, you can bypass the Collate setting in software applications, and gives priority to the printer driver setting.

• With the check box selected, the printer driver Collate setting is used.
• With the check box cleared, the application Collate setting is used.

Selecting printer driver collation

1 In **Device Settings** > **Compatibility**, select **Ignore application collation**.

2 Click **OK** in all dialog boxes.

Combine source and media type lists

With this feature, you can change the driver's Basic tab so that Media type and Source are combined into one list, labeled Source. In the combined list, Media types are listed first, followed by cassettes and multipurpose tray.

Creating a combined source list

1 In **Device Settings** > **Compatibility**, select **Combine source and media type lists**.

2 Click **OK** in all dialog boxes.

5 Quick Print

In the Quick Print tab, you can apply basic print settings to print jobs. You can select options quickly in a simple user interface.

Any Quick Print settings can be saved as a group, called a profile, and applied to any print job. Profiles support common printing tasks.

To return to the original settings, click **Reset**. The Reset button is available when accessing the printer driver from the application's Print dialog box.

The administrator can set the view of the Quick Print tab through the Installation process, or in **Device Settings** > **Administrator**.

> Some features and options may not be applicable to your printer.
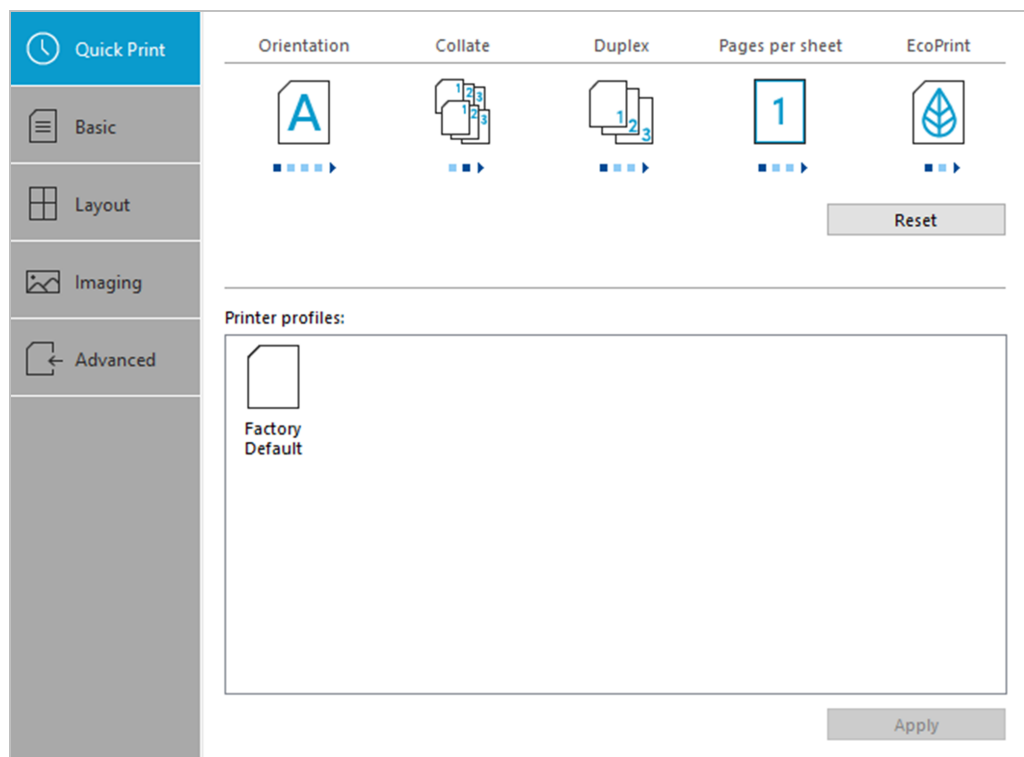
Quick Print options

You can set up to five print options on the Quick Print tab. You can create your own customized view of print options with Edit Quick Print Options. You can also select from profiles that have been set with predefined options for frequently run print jobs.

Orientation

With this feature, you can specify the paper orientation of the print job. Click the **Orientation** icon repeatedly to change between Portrait, Landscape, Rotated portrait, and Rotated landscape printing formats. The rotated options rotate the job orientation 180 degrees.

Orientation also appears in the Basic tab. Changes in Quick Print or Basic tab are reflected in the other tab.

Collate

With this feature, you can specify the order in which the pages of a multiple copy job are printed.

Click the **Collate** icon to change between On and Off.

With On selected, the first time the print job is sent to the printer, the data is rendered as page images in the printer memory. The remaining job copies are printed from the stored data. This avoids the extra processing involved in sending every copy from the computer to the printer.

With On selected, the driver prints the complete job set by set (123, 123). With Off selected, it prints each page by set (111, 222). For example, with On selected, three copies of a five-page document outputs as pages one through five in succession, three times.

The printer driver automatically overrides the application's Collate setting and uses the printer driver setting. You can use the application's Collate setting by clearing the Ignore application collation check box in the Compatibility Settings dialog box accessed from Device Settings.

Collate also appears in the Basic tab. Changes in the Quick Print or Basic tab are reflected in the other tab.

Duplex

With this feature, you can manually print on both sides of each page. After the first side has been printed, put the stack back into the cassette for second-side printing. Select the **Duplex** icon to change between the following options:

Off

Disable duplex printing.

Flip on long edge

Turn the long edge of the page to view the content.

Flip on short edge

Turn the short edge of the page to view the content.

If duplex printing is enabled, instructions are automatically printed. To change this setting, go to **Basic** > **Duplex**.

In a client/server environment, this feature is unavailable to the client computer.

Duplex also appears in the Basic tab. Changes in Quick Print or Basic tab are reflected in the other tab.

Pages per sheet

With this feature, you can print several pages on a single sheet of paper for the purpose of reviewing the document and conserving paper. The size and readability of the multiple pages decrease as the number of pages per sheet is increased. Click the **Pages per sheet** icon repeatedly to change between 2 pages per sheet, 4 pages per sheet, and Off.

This feature also appears as Multiple pages per sheet in the Layout tab. You can select additional pages per sheet, set the arrangement of the pages, and print borders around each of the pages.

When Pages per sheet is selected, Scaling and Poster are unavailable in the Layout tab.

Pages per sheet should be turned on before using Lock Settings. When Pages per sheet is turned off, using Lock Settings makes it unavailable to all users.

An administrator can ensure that all jobs are printed with multiple pages on a sheet by selecting **Multiple pages per sheet** in **Device Settings** > **Administrator** > **Lock Settings**.

EcoPrint

Conserve toner by making images, text, and graphics appear lighter in the print job. Enabling this function also reduces the print speed to conserve energy.

In Quick Print, Basic, or Imaging, you can enable EcoPrint.

> • EcoPrint settings in one tab are reflected in the other tabs where this feature is available.
> • In Imaging, some printers let you select the amount of toner to save.
> • An administrator can ensure that all jobs are printed in EcoPrint mode by selecting EcoPrint in **Device Settings** > **Administrator** > **Lock Settings**. Before using Lock Settings, make sure to enable EcoPrint in Quick Print, Basic, or Imaging.

Edit Quick Print Options

The assortment of icons at the top of the Quick Print tab can be customized to include features that you use most often. Any number of icons from 0 to 4 can be displayed. All icons can be removed from view if you want to use only the Printer profiles options in the Quick Print tab.

> An administrator can hide the Edit button by selecting **Hide Edit Quick Print control** in **Device Settings** > **Administrator**. The Edit button is unavailable when the driver is accessed from an application's Print dialog box.

Selecting Quick Print options

1 In Control Panel, select **Devices and Printers**.

2 Right-click your printer, and then click **Printing preferences**.

3 Select the **Quick Print** tab and click **Edit**.

4 In Edit Quick Print, do any of the following:

- To add, select a feature in Available controls, and then move it to Selected controls. A maximum of four features appear under Selected controls.
- To remove, select a feature under Selected controls, and then move it to Available controls. To use only the Printer profiles in the Quick Print tab, move all features to Available controls.
- You can change the position of the features under Selected controls. The feature at the top appears first in the Quick Print tab.
- To restore the list to factory default options, click **Reset**.

5 Click **OK**.

Profiles

With this feature, you can save printer driver settings as a profile. You can select multiple options in the Quick Print and other Printing Preferences tabs, save them to a profile, and use all of them at once when you apply the profile. You can then use that profile to print the same type of print job again without having to reselect all the settings. In Printing Preferences, the Save As and Profiles buttons appear at the bottom of all tabs.

In **Device Settings** > **Administrator**, you can choose to display or hide the Factory Default profile. Settings made in Device Settings cannot be saved to a profile. To reset the printer driver to the default settings, select the Factory Default profile, and then click **Apply**.

> You can edit only the Factory Default profile. Other profiles cannot be edited, but can be deleted, imported, or exported.

In a client/server environment, a client can choose between client profiles or server profiles. The client is automatically set to the default profiles made in the server. In the Advanced tab, select or clear the **Enable client profile** check box.

Selecting a profile

1 Do either of the following:

- From the Quick Print tab, select a profile.
- From any Printing Preferences tab, click **Profiles**, and then select a profile.

The settings list shows a summary of settings for that profile.

2 Click **Apply**, then **OK**.

Saving a profile

1 Set the printing options you want for your print job by opening Printing Preferences and selecting all your driver settings.

2 In any tab, do either of the following:

- Click **Save As**.
- Click **Profiles**, then **Save**.

3 Type the name of the profile, select an icon, and then type a description.

4 Click **OK**.

The newly added profile appears in the Profiles dialog box and Quick Print tab.

Editing the Factory Default profile

1 In any tab, click **Profiles**.

2 Select the Factory Default profile, and click **Edit**.

3 You can edit any of the three options: **Name**, **Icon**, and **Description**.

4 Click **OK** to save the edited changes.

The newly edited profile appears in the Profiles dialog box and the Quick Print tab.

5 Click **Apply** to use the selected Factory Default profile in the current print job, or click **OK** to close the dialog box.

Deleting a profile

1 In any tab, click **Profiles**.

2 In the Select profile section, select the profile to be deleted, and click **Delete**.

3 In the delete confirmation box, click **Yes** to accept.

4 Click **Close** to close the Profiles dialog box.

Importing a profile

1 In any tab, click **Profiles**, then **Import**.

2 Browse for an existing profile (.kxp), select it, and click **Open**.

A message appears if any of the profile settings in the imported file are unavailable in the existing driver. Select **Yes** to import the profile, or **No** to cancel the import.

If you selected Yes, the newly imported profile appears in the Profiles dialog box.

3 Click **Apply** to use the selected profile for the current print job, or click **OK** to close the dialog box.

The newly added profile appears in the Quick Print tab.

Exporting a profile

1 In any tab, click **Profiles**.

2 In the Select profile section, select the profile to be exported, and click **Export**.

3 In the Export Profile dialog box, name and save the profile.

4 Click **OK** to close the Profiles dialog box.

Application Based Printing

With this feature, an administrator can associate a profile with an application so that all printing from the application uses the same profile settings. This makes profiles easier to use and ensures consistent printing from an application.

Associations between profiles and applications can be created at any time in the Application Based Printing dialog box, accessed from the Profiles dialog box. A maximum of 25 associations can be created. To use the associations in printing, you must select **Associate Profile with application** in **Device Settings** > **Administrator** > **General**.

In a client/server environment, a user on a client computer can view details about server associations but cannot change settings or select another profile.

An administrator can ensure that all jobs from an application are printed with an associated profile by selecting **Profile with application** in **Device Settings** > **Administrator** > **Lock Settings**.

Adding an association

1 In any tab, click **Profiles**.

2 In the Profiles dialog box, click **Application**.

3 In the Application Based Printing dialog box, click **Add**.

4 In the Add Association dialog box, enter a name for the association.

5 Under Select application, choose an application by one of the following methods:

- Select **Application name**, and select an installed application from the list.
- Select **Filename (*.exe)**, and enter a valid executable file name (.exe) for an application that allows printing, or click **Browse** to find a file located on your computer.

6 Under Select profile, select a profile from the list.

7 Click **OK** in all dialog boxes.

Deleting an association

1 In any tab, click **Profiles**.

2 In the Profiles dialog box, click **Application**.

3 In the Application Based Printing dialog box, select the association to be deleted, and click **Delete**.

4 In the confirmation box, click **OK** to accept.

5 Click **OK** in all dialog boxes.

Editing an association

1 In any tab, click **Profiles**.

2 In the Profiles dialog box, click **Application**.

3 In the Application Based Printing dialog box, select the association to be edited and click **Edit**.

4 In the Edit Association dialog box, you can change the settings under Association name, Select application, or Select profile.
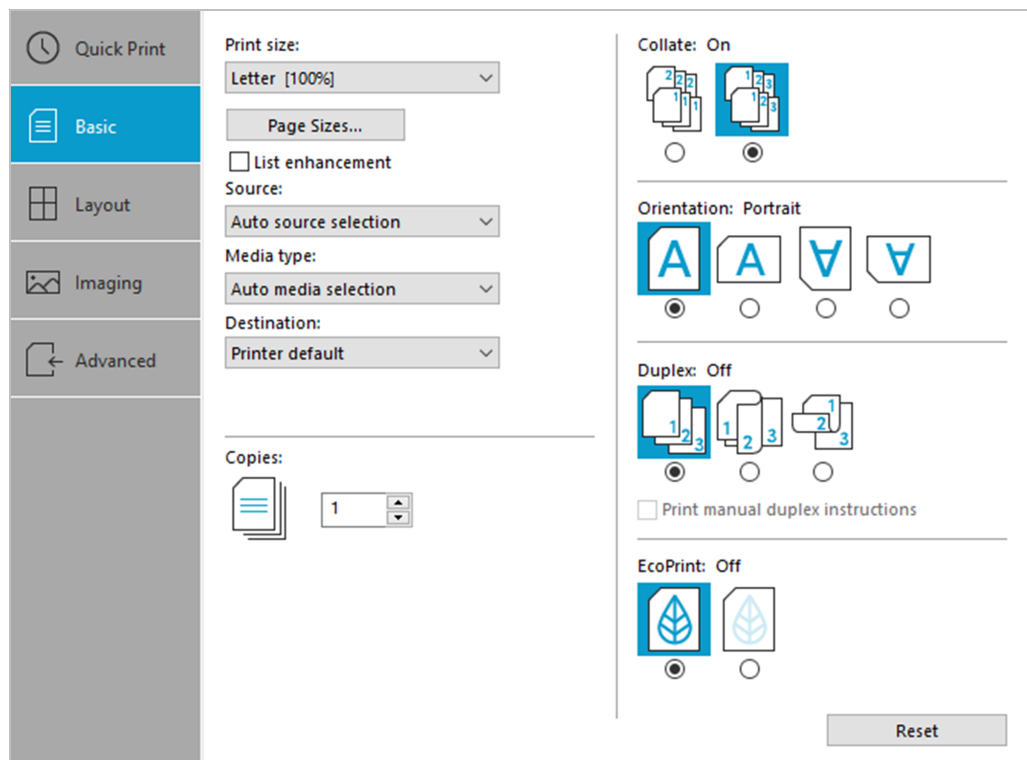
5 Click **OK** in all dialog boxes.

6 Basic

In the Basic tab, you can specify the most commonly used printer driver settings.

To return to the original settings, click **Reset**. The Reset button is available when accessing the printer driver from the application's Print dialog box.

📝 Some features and options may not be applicable to your printer.

Print size

With this feature, you can select the output size of the document. To use this setting, ensure that the Page Sizes setting matches the page size setting in your application. If the print size is different from the page size in your application, then each page is enlarged or reduced to match the print size.

The percentage value shown in brackets indicates the size of the print size setting relative to the page size setting.

When any envelope size is selected, a message appears, and Envelope is automatically selected as the media type.

Page Sizes

With this feature, you can choose the document size in the application. Once selected, the Print size list displays the percentage value of the print size setting relative to the page size setting.

> 📝 For some printers, when a large page size (A0, A1, A2, B1, B2, B3) is selected, the scaling percentage may be less than 20%. A message appears stating that the print result is not guaranteed. The Poster feature in the Layout tab is unavailable for large page sizes.

You can create a page size with your chosen dimensions for printing on non-standard size paper. You can then save the custom setting to the Page Sizes and Print size lists for later selection.

In a client/server environment, a client can select between client custom page sizes and server custom page sizes. In the Advanced tab, select or clear the **Enable client custom paper size** check box.

The Page Sizes dialog box displays the unit of measurement in inches or millimeters. You can change the unit setting in the User Settings dialog box by accessing **Device Settings** > **User**. In a client/server environment, the unit setting is unavailable to the client computer.

Creating a custom page size

1 In the Basic tab, select **Print size** > **Custom**.

2 In Page Sizes, select **New**.

3 Specify the Custom page size details:
  - **Name**
  - **Height**
  - **Width**

4 Select **Apply** > **OK**.

The custom page size appears in the Print size list, which is used for enlarging and reducing the sizes of prints.

Deleting a custom page size

1 In the Basic tab, select **Print size** > **Custom**.

2 In Page Sizes, select the custom size, and then select **Delete**.

3 Select **OK**.

Printing with custom size pages

1 Load custom-sized paper into the multipurpose tray.

2 In the Basic tab, select the name of your custom page size in the Print size list.

3 Click **OK** in all dialog boxes.

List enhancement

With List enhancement, you can view a list of commonly used print sizes and page sizes. The sizes frequently used in printing appear at the top of the list. The printer driver determines the preferred print size and page size. For mixed-paper documents, the driver uses only the first page of the document. To reset the Print Size and Page Size lists to the default arrangement, clear the **List enhancement** check box. In a client/server environment, selecting List enhancement in the server does not affect the client settings.

📝 Custom paper sizes are not included in the sorting of Print Size and Page Size.

Source

With this feature, you can specify the tray or cassette that supplies paper for a print job. The default is Auto source selection, which instructs the printer to search for the media requested by the application or the printer driver. If the selected tray or cassette empties during a print job, then the printer searches for another source and continues the job.

Some media types, such as transparencies, labels, and envelopes must be supplied from the multipurpose tray. Ensure that the paper is properly loaded by following the instructions outlined in the printer *Operation Guide*.

📝 Source and Media type are separate items in the dialog box, but can be combined using the Combine source and media type lists setting in **Device Settings** > **Compatibility**. If they are combined, Media type is unavailable on the Basic tab, and media types can be selected in the Source list.

Media type

With this feature, you can select a type of media. If the selected media is found, it is used for the print job. The choices shown may change depending on the selection in Source. The default is Unspecified and if selected, the driver does not switch to another source tray if the selected tray is empty. If you select **Auto media selection**, the printer searches for another tray or cassette using the same paper size and media type.

When any envelope size is selected as the print size, a message appears, and Envelope is automatically selected as the media type.

You can display the custom media type names from the printer. If any names have been changed at the printer, the new names appear in place of default names. To display the printer names, use the Auto Configure feature in Device Settings.

Some media types, such as transparencies, labels, and envelopes must be supplied from the multipurpose tray. Ensure that the paper is properly loaded by following the instructions outlined in the printer *Operation Guide*.

With this feature, you can print on envelopes by selecting **Envelope** from the Media type list. For some printers, when the job is sent to the printer, a message appears. Follow the printer-specific instructions in the printer *Operation Guide* for printing envelopes. After your job is finished, return the switches to their original position.

> Source and Media type are separate items in the dialog box, but can be combined using the Combine source and media type lists setting in **Device Settings** > **Compatibility**. If they are combined, Media type is unavailable on the Basic tab, and media types can be selected in the Source list.

Destination

With this feature, you can specify which output tray is used for the print job output.

Copies

With this feature, you can specify the number of copies to print. You can print up to 999 copies. For some printers, the maximum is 9999.

Collate

With this feature, you can specify the order in which the pages of a multiple copy job are printed.

Click the **Collate** icons to change between On and Off.

With On selected, the first time the print job is sent to the printer, the data is rendered as page images in the printer memory. The remaining job copies are printed from the stored data. This avoids the extra processing involved in sending every copy from the computer to the printer.

With On selected, the driver prints the complete job set by set (123, 123). With Off selected, it prints each page by set (111, 222). For example, with On selected, three copies of a five-page document outputs as pages one through five in succession, three times.

The printer driver automatically overrides the application's Collate setting and uses the printer driver setting. You can use the application's Collate setting by clearing the Ignore application collation check box in the Compatibility Settings dialog box accessed from Device Settings.

Collate also appears in the Quick Print tab. Changes in Quick Print or Basic tab are reflected in the other tab.

Printing collated documents

1 In the Basic tab, set **Collate** to On.

2 Type or select the number of complete sets of the print job in the Copies box.

3 Click **OK**.

Orientation

With this feature, you can specify the paper orientation of the print job. Click the **Portrait**, **Landscape**, **Rotated portrait**, or **Rotated landscape** icon. If a rotated option is selected, the print job orientation is rotated 180 degrees.
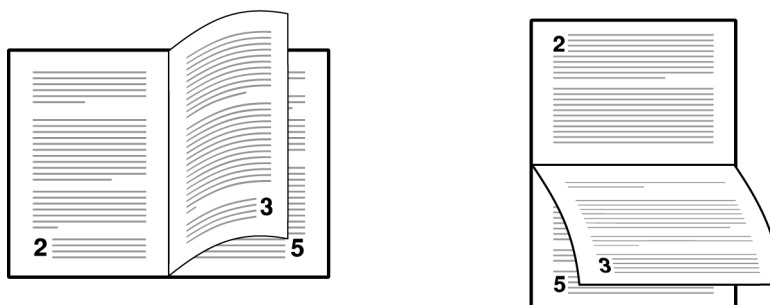
Orientation also appears in the Quick Print tab. Changes in Quick Print or Basic tab are reflected in the other tab.

Duplex

With this feature, you can manually print on both sides of each page. After the first side has been printed, put the stack back into the cassette for second-side printing. To enable duplex printing, select either of the following options:
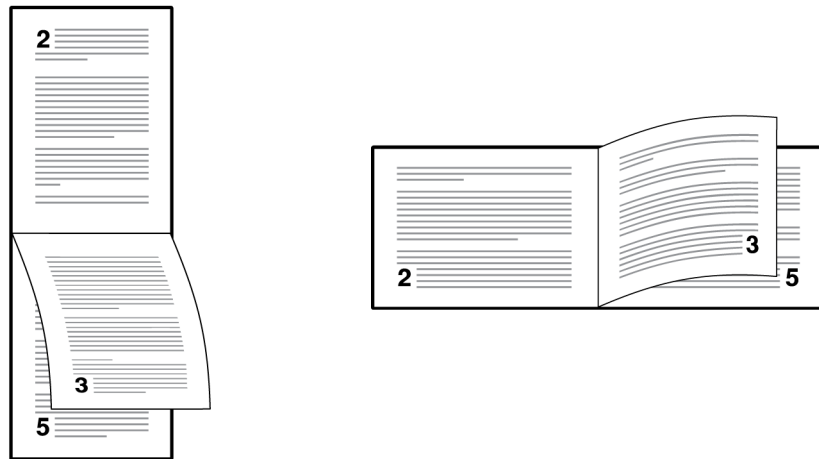
Flip on long edge

Turn the long edge of the page to view the content.

Flip on short edge

Turn the short edge of the page to view the content.

In a client/server environment, this feature is unavailable to the client computer.

Duplex also appears in the Quick Print tab. Changes in Quick Print or Basic tab are reflected in the other tab.

Printing in duplex mode

1 In Basic, select **Flip on long edge** or **Flip on short edge**.

> **Print manual duplex instructions** is automatically selected. To save paper, clear this option.

2 Select **OK** in all dialog boxes.
The even-numbered pages are printed.

3 After printing stops, do either of the following:

> If you selected Print manual duplex instructions, follow the directions on the page on top of the printed stack.

- • If you selected Flip on long edge, remove the printed stack, rotate it by 180 degrees with the printed side still facing down, and put the pages back into the cassette.
- • If you selected Flip on short edge, remove the printed stack with the printed side still facing down, and put the pages back into the cassette.

4 Select **OK**.
The odd-numbered pages are printed.

EcoPrint

Conserve toner by making images, text, and graphics appear lighter in the print job. Enabling this function also reduces the print speed to conserve energy.

In Quick Print, Basic, or Imaging, you can enable EcoPrint.

- EcoPrint settings in one tab are reflected in the other tabs where this feature is available.
- In Imaging, some printers let you select the amount of toner to save.
- An administrator can ensure that all jobs are printed in EcoPrint mode by selecting EcoPrint in **Device Settings** > **Administrator** > **Lock Settings**. Before using Lock Settings, make sure to enable EcoPrint in Quick Print, Basic, or Imaging.
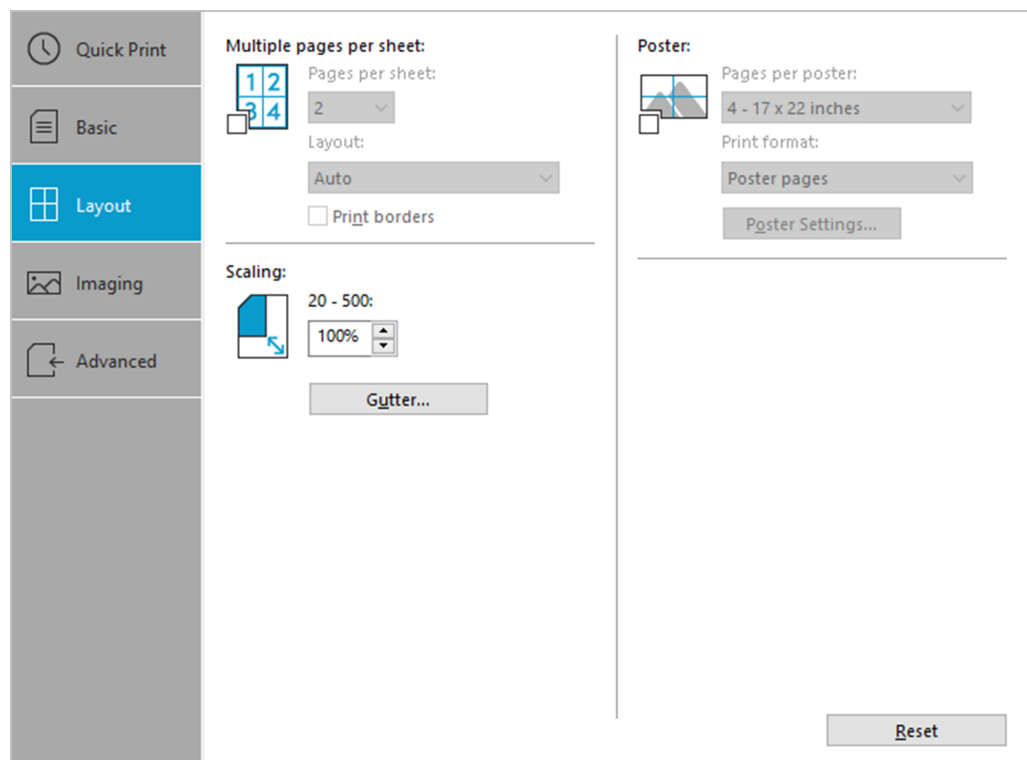
7 Layout

In the Layout tab, you can arrange document data on printed pages without affecting the original document.

To return to the original settings, click **Reset**. The Reset button is available when accessing the printer driver from the application's Print dialog box.

> Some features and options may not be applicable to your printer.

Multiple pages per sheet

With this feature, you can print several pages on a single sheet of paper for the purpose of reviewing the document and conserving paper. The size and readability of the multiple pages decrease as the number of pages per sheet is increased. You can set the arrangement of the pages as well as print borders around each of the pages in the Layout tab.

This feature also appears as Pages per sheet in the Quick Print tab, where you can select 2 pages per sheet, 4 pages per sheet, and Off.

If Multiple pages per sheet is selected, Scaling and Poster are unavailable.

Multiple pages per sheet should be turned on before using Lock Settings. When Multiple pages per sheet is turned off, using Lock Settings makes it unavailable to all users.

An administrator can ensure that all jobs are printed with multiple pages on a sheet by selecting **Multiple pages per sheet** in **Device Settings** > **Administrator** > **Lock Settings**.

Printing multiple pages per sheet

1 In the Layout tab, click the **Multiple pages per sheet** icon.

2 In the Pages per sheet list, select the number of pages to print on each sheet of paper.

3 In the Layout list, select the direction the pages should flow.

4 If you want to print a border around each page, select **Print borders**.

5 Click **OK** in all dialog boxes.

Scaling

With this feature, you can increase or decrease text and graphics on a page.

You can also select a gutter setting that enlarges the margins to accommodate manual stapling or manual hole punch.

If other Layout tab options are selected, Scaling is unavailable.

Setting scaling on the page

1 In the Layout tab, type or select a scaling percentage from 20 to 500.

2 Click **OK** in all dialog boxes.

Gutter

With this feature, you can increase the margins around your text and graphics on the left side and at the top of the printed sheet. Gutter is often used for binding, hole punch, or stapling to make a print job easier to read. This creates a larger margin space by shifting the printable area to the right, or down, as much as one inch (25.4 mm).

Gutter width displays the unit of measurement in inches or millimeters. You can change the unit setting in the User Settings dialog box by accessing **Device Settings** > **User**. In a client/server environment, the unit setting is unavailable to the client computer.

Creating a gutter

1 In the Layout tab, click **Gutter**.

2 Under Gutter width, type or select a value between 0.20 to 1.00 inch (5.0 to 25.4 mm).

Short edge (top)

This selection modifies the outside margin on the top edge of the page.

Long edge (left)

This selection modifies the outside margin on the left side of the page.

> Availability of Gutter settings varies depending on Orientation settings in the Basic tab.

3 If the content extends too close to the edge of the page, select **Reduce image to fit**. The content appears slightly reduced and away from the edge of the page.

If the content does not extend beyond the page when the gutter increases, clear **Reduce image to fit**.

4 Click **OK** in all dialog boxes.

Poster

With this feature, you can create a document size that is larger than the paper your printer can support. You can print up to 25 times larger than the original document. Segments of the poster document are printed on several sheets of paper and with the assistance of poster settings, you can reassemble the sheets easily to create a poster.

> If Poster is selected, watermark and other Layout tab options are unavailable.

Sheets per page

You can select the poster size in relation to the original document size. Each option shows the number of sheets to be printed and the maximum poster size.

Sheets per page displays the unit of measurement in inches or millimeters. You can change the unit setting in the User Settings dialog box by accessing **Device Settings** > **User**. In a client/server environment, the unit setting is unavailable to the client computer.

Print format

You can print a proof sheet, along with the poster, to guide you in assembling the printed poster sheets.

Poster pages

This selection prints all of the sheets to be assembled as a poster.

Proof sheet

This selection prints all the poster pages on one sheet with markings that display the sheet assembly.

Poster pages and proof sheet

This selection prints all poster sheets and a one-page proof sheet.

Poster settings

You can select options, in any combination to make it easier to create a poster. These options print visual cues on the poster sheets that provide help in cropping and assembling the pages.

Overlap edges

This selection duplicates the edges of document data on adjoining sheets. Poster appearance is improved when the edges overlap slightly. Select the check box, then type or select a value between 0.00 and 1.20 inches (0.0 and 30.4 mm). This option reduces the final poster size slightly.

Print crop marks

This selection prints a border at the edges of each poster sheet. You can crop each sheet on the border before assembling the sheets. This option ensures that data on adjoining sheets matches precisely.

Printing a poster

1 In the Layout tab, click the **Poster** icon.

2 In Pages per poster, select the poster size. Each option describes the number of sheets it takes to represent one finished poster page.

3 In Print format, select one of the options for a finished print format.

4 Click **Poster Settings** to select options in any combination. These options ensure a precise assembly of the pages to create the poster.
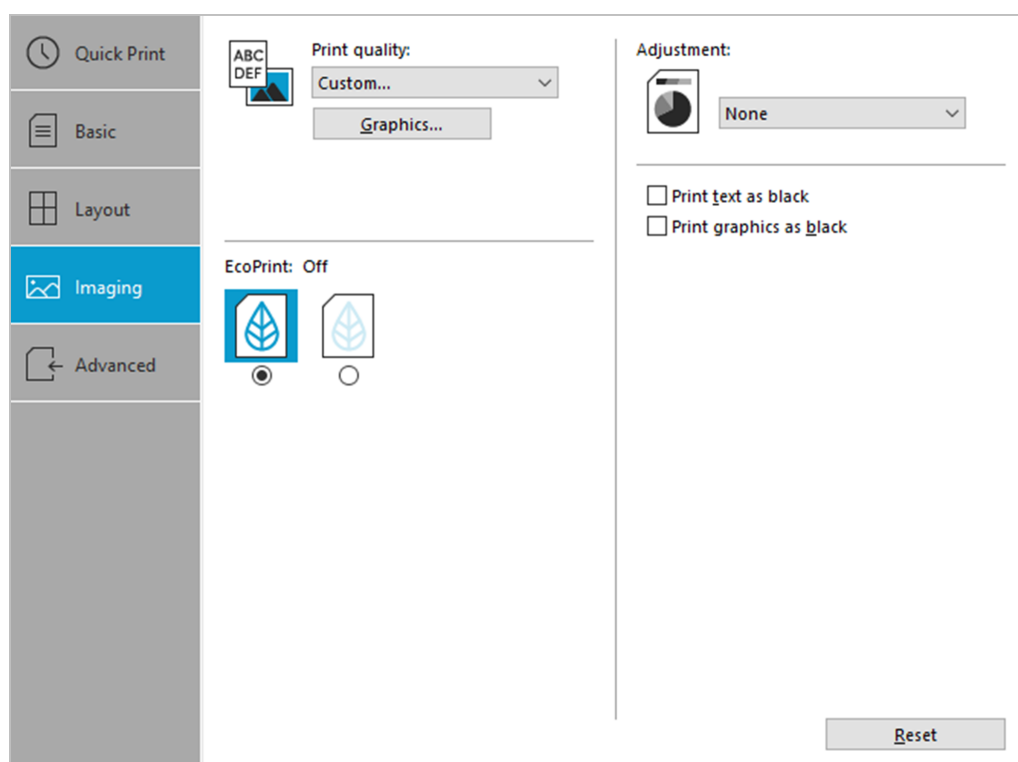
5 Click **OK** in all dialog boxes.

8 Imaging

In the Imaging tab, you can manage print quality and color or grayscale settings.

To return to the original settings, click **Reset**. The Reset button is available when accessing the printer driver from the application's Print dialog box.

> Some features and options may not be applicable to your printer.

Print quality and Custom quality

Set the resolution for the print job. Resolution is a measurement, in dots per linear inch (dpi), that describes the sharpness and clarity of printed text and images. Custom Quality Settings lets you set a more refined resolution for the print job.

Print quality selection

In the Imaging tab, select a Print quality setting from the list.

- **High quality**
- **Custom**

✎ You can set custom resolution to Fast 1200 dpi or 600 dpi.

Graphics Settings

Graphics are pictorial representations of information. Graphics can be functional (charts, diagrams) or artistic (drawings, photographs). With Graphics Settings, you can control the visual results of your printed graphics.

Pattern scaling

With this feature, you can help improve visual compatibility between screen and print output. Graphics objects, such as a shape or a path, often include patterns and fills that are composed of collections of printed dots.

- A pattern is a planned or random repetition of colors, shapes, lines, values, and textures to create a visual arrangement.
- A fill is the application of a color or grayscale to a graphics object.

If printed patterns and fills do not match the appearance of that on the screen, use **Pattern scaling** to select a different density of printed dots. In **Imaging** > **Graphics**, select a Pattern scaling setting:

Auto

This setting prints patterns and fills to match the on-screen appearance.

Coarse

This setting prints patterns and fills with the fewest number of lines, patterns, or dots.

Medium

This setting prints patterns and fills with a greater number of lines, patterns or dots than the Coarse setting.

Fine

This setting prints patterns and fills with the greatest number of lines, patterns, or dots. Printed patterns and fills may appear more dense than the on-screen appearance.

Inversion options

Inversion is the opposite of the normal order, arrangement, or position of an image or printed content.

In **Imaging** > **Graphics**, select an inversion option:

Reverse image

This setting prints images like a photo negative, reversing black and white areas of the image.

Mirror print

This setting prints the page content reversed, as it would appear in a mirror image.

EcoPrint

Conserve toner by making images, text, and graphics appear lighter in the print job. Enabling this function also reduces the print speed to conserve energy.

In Quick Print, Basic, or Imaging, you can enable EcoPrint.

> • EcoPrint settings in one tab are reflected in the other tabs where this feature is available.
> • In Imaging, some printers let you select the amount of toner to save.
> • An administrator can ensure that all jobs are printed in EcoPrint mode by selecting EcoPrint in **Device Settings** > **Administrator** > **Lock Settings**. Before using Lock Settings, make sure to enable EcoPrint in Quick Print, Basic, or Imaging.

Black and white adjustment

With this feature, you can change the brightness and contrast of graphics. These settings are useful if graphic images are printing too light, too gray, or too dark. Text remains unaffected.

Adjusting black and white settings

1 In the Imaging tab, under the Adjustment list, select **Custom**.

A preview image in the Adjustment Settings dialog box illustrates any brightness and contrast changes.

2 Type or select the Brightness value to lighten or darken the graphic images of the print job.

The brightest setting is +100; the darkest is -100. Zero is the default mid-level setting. Adjusting brightness allows for the customization of graphic images if images are printing too light or too dark.

3 Type or select the Contrast value to increase or decrease the proportion of light to dark in the graphic images of the print job.

A high contrast setting decreases the grayscale spectrum, making light grays lighter and dark grays darker. A low contrast setting increases the grayscale spectrum, making light grays darker and dark grays lighter.

The highest contrast setting is +100; the lowest is -100. Zero is the default mid-level setting. Adjusting contrast is useful if graphic images are printing too gray, or too black and white. Text remains unaffected.

4 To restore the default values, click **Reset**.

5 Click **OK** to save the new black and white settings.

Text and graphics effects

Special settings are available for printing.

Print text as black

This option prints all color text as black. It produces faster printing of color text by reducing the amount of data sent to the printer. In black and white printing, it increases the detail for light-colored text printed.
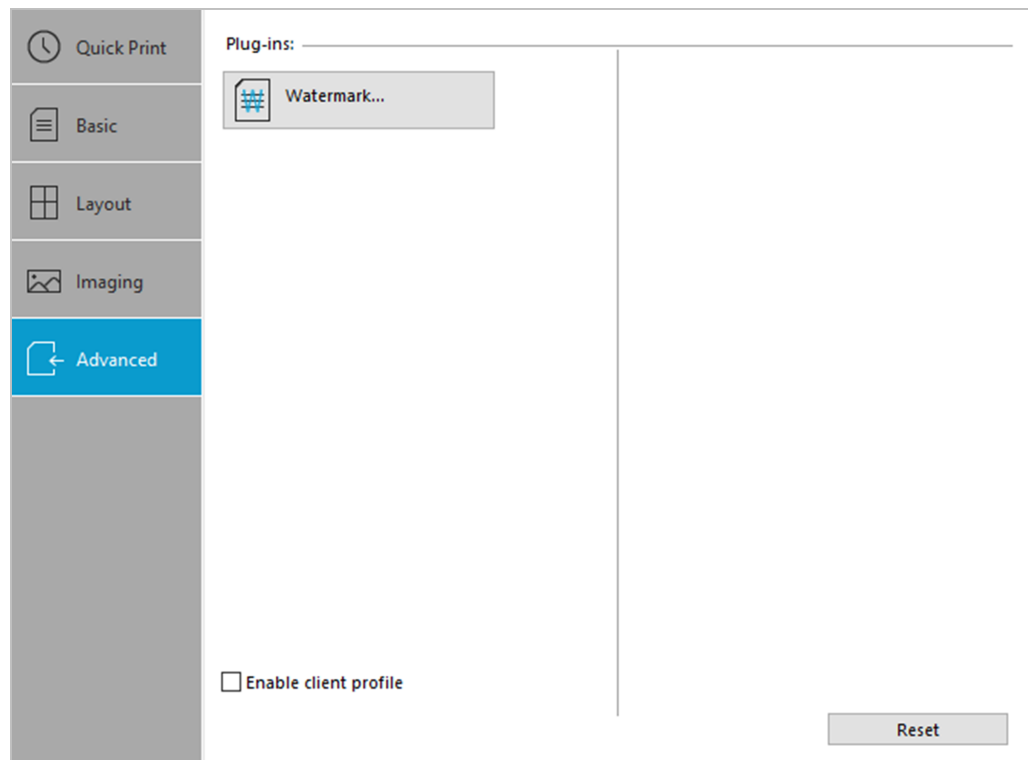
Print graphics as black

This option prints all color graphics with black, rather than grayscale. This feature is intended for CAD applications.

9 Advanced

In the Advanced tab, you can choose special features that extend the capabilities of the printer.

✎ Some features and options may not be applicable to your printer.

Watermark

A watermark is a recognizable image or pattern that can be placed on a page or throughout a document. You can choose one of the default watermarks, create your own text, or use an image. The preview area of the dialog box shows how the watermark appears on a page. This is useful for adjusting the appearance and location of the watermark.

Any watermark can be edited, though a limited number of options can be changed for default watermarks.

If you want to use an image for the watermark, an image file must be available on your computer before it can be added to a print job.

Watermark Spacing displays the unit of measurement in inches or millimeters. You can change the unit setting in the User Settings dialog box by accessing **Device**

Settings > User. In a client/server environment, the unit setting is unavailable to the client computer.

Watermark should be turned on before using Lock Settings. When Watermark is turned off, using Lock Settings makes it unavailable to all users.

An administrator can ensure that a watermark is printed on all jobs by selecting **Watermark** in **Device Settings** > **Administrator** > **Lock Settings**.

> If a watermark is added, Poster is unavailable in the Layout tab.

Adding or editing watermark text

1 In **Advanced** > **Watermark**, click **New** to create a custom watermark text.

> You cannot edit default watermark text options. To edit a custom watermark text, select it from the list.

2 Enter your preferred watermark name and text.

3 Select your preferred font, size, style, and color.

> You can set Color to Black or to a specific grayscale value.

4 In Count, specify the number of times that the watermark text appears on a page. In Spacing, set the distance between the watermark texts.

5 Set the angle, and horizontal or vertical position of the watermark.

The Rotate around center option sets the center of the watermark as its axis of rotation.

6 Under Print onto, select the pages where you want to print the watermark:

All pages

Prints the watermark on each page of the document.

First page only

Prints the watermark on the first page.

All pages except first page

Prints the watermark on all pages excluding the first page.

Only on specified pages

Prints the watermark on specific pages.

7 Click **Save**, and then click **OK** in all dialog boxes.

Adding or editing a watermark image

1 In **Advanced** > **Watermark**, click **New** to create a custom watermark image.

To edit a custom watermark image, select it from the list.

2 Enter a watermark name, and then set a watermark image.

3 Specify the scaling and opacity values.
The Auto option fits the image in the center of the page.

4 Set the angle, and horizontal or vertical position of the watermark.

The Rotate around center option sets the center of the watermark as its axis of rotation.

5 Under Print onto, select the pages where you want to print the watermark:

All pages

Prints the watermark on each page of the document.

First page only

Prints the watermark on the first page.

All pages except first page

Prints the watermark on all pages excluding the first page.

Only on specified pages

Prints the watermark on specific pages.

6 Click **Save**, and then click **OK** in all dialog boxes.

Enabling client custom paper size

Client custom paper size refers to page size settings saved on a client computer. You have the choice to use your local custom sizes or the server custom sizes. This feature is intended for the client computer in a client/server environment.

1 From the Advanced tab, do either of the following:

- Select **Enable client custom paper size** to use custom page sizes locally in the driver.
- Clear **Enable client custom paper size** to select custom sizes from the server to apply to print jobs created by the driver. Server profiles are read-only.

2 Click **OK**.

Enabling client profile

Client profile refers to profile settings saved on a client computer. This feature is available in both client computer and the server in a client/server environment.

In a server, an administrator can set the default value of the client computer to use either server or client profiles.

In a client computer, you can use your local profiles or the server profiles. If you are logged in using a privileged account, such as a local administrative account or a domain administrative account, then the server settings are applied to the client computer.

1   From the Advanced tab, do either of the following:

- Select **Enable client profile** to use custom profiles locally in the driver to apply to print jobs.
- Clear **Enable client profile** to use profiles from the server to apply to print jobs. Server profiles are read-only.

2   Click **OK**.

For the KYOCERA contact in your region, see Sales Sites sections here:

ご利用の地域でのお問い合わせ先については、下記リンクから京セラ本支店・営業所の一覧をご覧ください。

https://www.kyoceradocumentsolutions.com/company/directory.html

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