

This document provides information on how to setup the printer on your machine, and connect your swipe card so you can print, scan and copy.

Please contact TRI IT Helpdesk if you need any assistance for the services listed below:

- TRI computers (required to log on with TRI credential)
- TRI Learning Centre (<u>https://learningcentre.int.tri.edu.au</u>)
- TRI SharePoint (<u>https://sharepoint.int.tri.edu.au</u>)

TRI Helpdesk: 3443 7070

Extension: 37070 (if calling from TRI desk phones)

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## **TRI Credentials**

Your TRI credential gives you access to TRI ICT resources including printing, Intranet, TRI managed workstations and network folders, etc.

### **Change/Reset TRI Password**

You can change or reset your TRI password on TOPs (https://tops.int.tri.edu.au).

TRIO		The Orange P
	Log In	
	Username: Your TRI username.	
	Password: Your TRI password. Go	
	OR	
	Forgotten Password	

A message box below will display on screen if your password is already expired. An email with a link for reset your TRI password will send to you, and that link will expire in 30 minutes.

It looks like your password has expired.	. TOPs will send an email to your primary email address with a link to reset your password			
	ОК			

#### **Password requirement:**

For more information, see the TRI-200-021 - TRI ICT Password Standard and TRI-200-152 TRI ICT – Resetting your Password.

## **Update TRI Password**

After you have changed your TRI password on https://tops.int.tri.edu.au, you must update your TRI password on your computer for access the printer and network folder

### Windows 10

#### 1. Go to Start > All apps > Windows System > Control Panel > Credential Manager

#### 2. Select Windows Credentials, then select tri-print.int.tri.edu.au and click Edit

Credential Manager			— <u> </u>	2
🚽 👻 🛧 🧧 🛛 Contr	rol Panel > All Control Panel Items > Credential Manager	v ₽	Search Control Panel	8
Control Panel Home	Manage your credentials View and delete your saved logon information for websites, co	onnected ap	plications and networks.	(
	Web Credentials	Window	ws Credentials	
	Back up Credentials Restore Credentials			
	Back up Credentials Restore Credentials Windows Credentials		Add a Windows cre	dential
			Add a Windows cre Modified: Toda	
	Windows Credentials tri-print.int.tri.edu.au Internet or network address: tri-print.int.tri.edu.au User name: username@int.tri.edu.au			
See also	Windows Credentials tri-print.int.tri.edu.au Internet or network address: tri-print.int.tri.edu.au			

#### 3. Enter your new password and click Save

Edit Windows	Credential		5 <u></u>	1
- → • ↑	🧕 « Credential Manager » Edit Winde	ows Credential 🗸 🗸	Search Control Panel	
	Edit Windows credential			
	Make sure that the user name and pass	sword that you type can be used to access the locat	ion.	
	Internet or network address			
	(e.g. myserver, server.company.com):	tri-print.int.tri.edu.au		
	User name:	username@int.tri.edu.au		
	Password:			
			_	
		Save	Cancel	

4. Repeat the steps above for change the password on tri-dmf.int.tri.edu.au

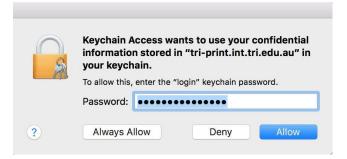
### Mac OS

1. On Finder menu bar, click Go > Utilities > Keychain Access

2. Scroll down and find entry for Kyocera, and then right click on it and select Get Info

		Keychain A	-		- •	
Click to lock the log	gin keychain.			Q	Search	
Keychains login Local Items System System Roots	Name	Kyocera Kind: network password Account: tdlam@int.tri.e Where: smb://tri-print.in Modified: 22 Nov 2017,	edu.au nt.tri.edu.au 10:33:18 am	Date Modified		-
Category All Items Legendre Passwords Secure Notes My Certificates Keys Certificates	<ul> <li>iMessage</li> <li>iMessage</li> <li>iMessage</li> <li>iMessage</li> <li>Kyocera</li> <li>Kyocera</li> <li>Metadata</li> <li>outlook.c</li> <li>Remote I</li> <li>rstore.qu</li> </ul>	e Encryption Key e Signing Key e Signing Key Keychain com Desktop Credential key	private key public key private key	  vord to Clipboard	3:18 am 55 am :56 pm :39 am	Expires   13 Sep 2013  
3. Click the Show pas	+ i Cop	y	Get Info		20 am	
	Name:	Kyoce Attributes Ac Kyocera	ra cess Contro	1		
	Kind: Account: Where:	network password username@int.tri.e smb://tri-print.int.	edu.au			
	Comments: v password:			Save (	Changes	

4. Enter your Mac login password (or your keychain password), and click Allow



#### 5. Change the password to your new TRI password and then click Save Changes

• •	Kyocera	
	Attributes Access Control	
Name:	Kyocera	
Kind:	network password	
Account:	username@int.tri.edu.au	
Where:	smb://tri-print.int.tri.edu.au	
Comments:		
Show password:	password	P
		Save Changes

- 6. Repeat the steps above for update the password for tri-dmf.int.tri.edu.au
- 7. Restart the computer

# **TRI Printers**

## Windows 10

1) Click Start (or press the Windows key on keyboard) then enter

\\TRI-PRINT.INT.TRI.EDU.AU (it is not case sensitive)

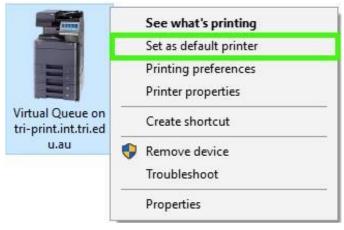


2) Enter your TRI username (username@int.tri.edu.au) and password, and tick Remember my credentials option.

Windows Secur	ity	×
	vork credentials	
Enter your cre	dentials to connect to: tri-print01.int.tri.edu.au	
	username@int.tri.edu.au	
QUT		
	Domain: int.tri.edu.au       Image: Comparison of the second	
🚫 The	e user name or password is incorrect.	-
	OK Car	ncel

- 3) Double click Virtual Queue to install it on your computer
- 4) Set as default printer (optional)

Right click Virtual Queue and select Set as default printer



# Mac OS

NOTE: TRI Printer may only be available when the Mac computer is connected to the TRI network via a wired network cable.

## **Manual Installation**

1. Download Kyocera printer driver from Kyocera website

(https://www.kyoceradocumentsolutions.eu/en/support/downloads.name\_ L2V1L2VuL21mcC9UQVNLQUxGQTUwNTNDSQ==.html)

a. Scroll down to Mac section and download Mac Universal Driver

TASKalfa 5053ci					
	Drivers	Documents	Software		
We have detected your Operating System:	Apple	Change			
Mac Universal Driver (5.4_2022.07.11)				46 MB   ZIP	$\overline{\mathbf{h}}$
Printer driver for Mac OS					

#### Kyocera's Service Promise

#### b. Unzip the driver and install it on your computer



••• Pri	nters & Scan	ners	Q Search	
		lo printers are availabl Add (+) to set up a pi		
Add Printer or Scanner	t printer:	Last Printer Used		
Nearby Printers FUJI XEROX DocuPrint M455 df (E5:38:61) student mobile black and white student mobile colour	per size:	A4	٥	?

#### 2. Go to System Preferences > Print & Scan, then click the [+] button to add a printer

3. If the Advanced button does not appeal on the toolbar, right click (or hold the control key on keyboard and click) the toolbar area and select **Customize Toolbar** 

	✓ Icon and Text Icon Only Text Only	Q Search
Default IP Windows	Use Small Size	Search
Name	Customize Toolbar	∧ Kind
4. Click and drag the advance	e icon (Cog icon)	

Drag yo	ur favourite items ir	nto the toolbar			
	Windows	() IP	) Default	ැ Advanced	
	Space	Flexible Space			
or dra	ag the default set in	to the toolbar.			
Defau	I IP Windows				
Show	Icon Only ᅌ	🗌 Use small size		Done	

5. Click advance icon and enter details as below:

URL: smb://tri-print.int.tri.edu.au/Virtual%20Queue?encryption=no
---

			Add P	rinter			
		ē		Ē	00		
Type:	Windows p	rinter via	a spoolss				0
Device:	Another De	vice					0
URL:	smb://tri-pr	int.int.tr	i.edu.au,	/Virtual%	20Queue	'encrypt	ion=no
Name:	tri-print.in	t.tri.edu.	au				
Name: Location:		t.tri.edu.	au				
				KPDL)			
Location:				KPDL)			•
Location:				KPDL)			Add

6. Select **Cassettes 3, 4** for Paper feeders, **4000-sheet finisher** for Document finisher, and **Folding unit**, and then click **OK** 

6	Setting up 'Kyocera	:	
	Make sure your printer's can take full advantage		shown here so you
	Paper feeders:	Cassettes 3, 4	0
		Job separator	
		Mailbox	
		Punch unit	
		🗹 Folding unit	
	Document finisher:	4000-sheet finisher	<b>©</b>
	Optional disk:	Hard disk	٥
			_
		Canc	el OK
		Canc	

#### **Print Authentication**

An authentication window will pop up for your TRI credential when you print for the first time.

Enter your TRI credential (username@int.tri.edu.au), and select Remember this password in my keychain

Enter your na "Kyocera".	me and password for the printer
Name:	username@int.tri.edu.au
Password:	•••••
🗹 Rememb	per this password in my keychain
	Cancel OK

# **Ubuntu 16.04**

## **Download print driver**

1. Download Kyocera printer driver from Kyocera website. Then extract the zip file, and install it on your computer

(https://www.kyoceradocumentsolutions.eu/en/support/downloads.name-L2V1L2VuL21mcC9UQVNLQUxGQTUwNTNDSQ==.html)

	Document	Solutio (NL	) https:/ ···· 🛛 ☆ 🔍 Search	
Linux				
Description	Version	File Size	File Name	Info
Linux UPD driver with extended feature support	4.0	231.71 MB	KyoceraLinux_Ph2017.06.15.zip	0
Linux driver	8.1605	3.26 MB	Linux_8.1605_TA5052_6052ci.zip	

## **Modify smb.conf**

2. Click Ubuntu button then enter terminal, click the Terminal icon



3. Enter the command below to modify the smb.conf (admin password required)

sudo gedit /etc/samba/smb.conf

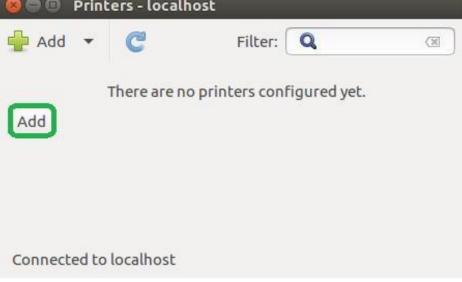
4. Change workgroup = workgroup to workgroup = int.tri.edu.au, and then click Save



# **Install Printer**

#### 5. Open System Settings, and select Printers

Personal						
	<b>A</b>	6.1	(	(Pa)		
Appearance	Brightness & Lock	Language Support	Online Accounts	Security & Privacy	Text Entry	
Hardware						
8	**				12	t de
Bluetooth	Device Colour Profiles	Keyboard	Mouse & Touchpad	Network	Power	Prin
		A				
Screen Display	Sound	Wacom Tablet				
System			~			
\$	(Q)	0	$\odot$		22	
Backups	Details	Software & Updates	Time & Date	Universal Access	User Accounts	
Add to inst	all a new pri	nter				



# 7. Select **Windows Printer via SAMBA** for Device, then enter the print server address (triprint.int.tri.edu.au/Virtual%20Queue) and your TRI credential, and then click Forward

Devices	SMB Printer
Serial Port #5	smb:// tri-print.int.tri.edu.au/Virtual%20Queue Browse
Enter URI	smb://[workgroup/]server[:port]/printer
Network Printer	Authentication
Fuji Xerox DocuPrint M455 df (10.204.0.41)	
Find Network Printer	O Prompt user if authentication is required
Windows Printer via SAMBA	Set authentication details now
Internet Printing Protocol (ipp)	Username: username@int.tri.edu.au
Internet Printing Protocol (ipp14)	astriance incourse
AppSocket/HP JetDirect	Password: •••••
Internet Printing Protocol (https) LPD/LPR Host or Printer	Verifie
Internet Printing Protocol (ipps)	Verify
incerneer mang rococor (ipps)	<ul> <li>Connection</li> </ul>
	Connections
	Windows Printer via SAMBA
Select Kyocera the click Forward	
😣 🖨 💿 New Printer	
🛞 🖨 🗊 New Printer	
Se Sew Printer Choose Driver	
<ul> <li>New Printer</li> <li>Choose Driver</li> <li>Select printer from database</li> </ul>	lownload
<ul> <li>New Printer</li> <li>Choose Driver</li> <li>Select printer from database</li> <li>Provide PPD file</li> <li>Search for a printer driver to d</li> <li>The foomatic printer database cor</li> <li>Printer Description (PPD) files and</li> </ul>	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
<ul> <li>New Printer</li> <li>Choose Driver</li> <li>Select printer from database</li> <li>Provide PPD file</li> <li>Search for a printer driver to d</li> <li>The foomatic printer database con Printer Description (PPD) files and PostScript) printers. But in general</li> </ul>	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
<ul> <li>New Printer</li> <li>Choose Driver</li> <li>Select printer from database</li> <li>Provide PPD file</li> <li>Search for a printer driver to d</li> <li>The foomatic printer database corr Printer Description (PPD) files and PostScript) printers. But in genera access to the specific features of the</li> </ul>	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
<ul> <li>New Printer</li> <li>Choose Driver</li> <li>Select printer from database</li> <li>Provide PPD file</li> <li>Search for a printer driver to d</li> <li>The foomatic printer database cor</li> <li>Printer Description (PPD) files and</li> <li>PostScript) printers. But in genera access to the specific features of to</li> <li>Makes</li> </ul>	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
<ul> <li>New Printer</li> <li>Choose Driver</li> <li>Select printer from database</li> <li>Provide PPD file</li> <li>Search for a printer driver to d</li> <li>The foomatic printer database cor</li> <li>Printer Description (PPD) files and</li> <li>PostScript) printers. But in general access to the specific features of to</li> <li>Makes</li> <li>Kodak</li> </ul>	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
Belect printer      Choose Driver      Select printer from database     Provide PPD file     Search for a printer driver to d      The foomatic printer database con Printer Description (PPD) files and PostScript) printers. But in genera     access to the specific features of t      Makes      Kodak      KONICA MINOLTA	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
Belever Printer      Choose Driver      Select printer from database      Provide PPD file      Search for a printer driver to d      The foomatic printer database corr      Printer Description (PPD) files and      PostScript) printers. But in genera     access to the specific features of t      Makes      Kodak      KONICA MINOLTA      Kyocera	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
New Printer Choose Driver Select printer from database Provide PPD file Search for a printer driver to d The foomatic printer database con Printer Description (PPD) files and PostScript) printers. But in general access to the specific features of the specific f	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
New Printer Choose Driver Select printer from database Provide PPD file Search for a printer driver to d The foomatic printer database con Printer Description (PPD) files and PostScript) printers. But in genera access to the specific features of the specific fe	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
New Printer Choose Driver Select printer from database Provide PPD file Search for a printer driver to d The foomatic printer database con Printer Description (PPD) files and PostScript) printers. But in genera access to the specific features of t Makes Kodak KONICA MINOLTA Kyocera Lanier Lexmark Minolta Mitsubishi NEC	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
New Printer Choose Driver Select printer from database Provide PPD file Search for a printer driver to d The foomatic printer database cor Printer Description (PPD) files and PostScript) printers. But in genera access to the specific features of the specific fe	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
New Printer Choose Driver Select printer from database Provide PPD file Search for a printer driver to d The foomatic printer database con Printer Description (PPD) files and PostScript) printers. But in genera access to the specific features of t Makes Kodak KONICA MINOLTA Kyocera Lanier Lexmark Minolta Mitsubishi NEC	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better
New Printer Choose Driver Select printer from database Provide PPD file Search for a printer driver to d The foomatic printer database cor Printer Description (PPD) files and PostScript) printers. But in genera access to the specific features of the specific fe	ntains various manufacturer provided PostScript d also can generate PPD files for a large number of (non al manufacturer provided PPD files provide better

#### 9. Scroll down and select TASKalfa 6052ci, then click Forward

Choose Driver	
Models TASKalfa 55001 TASKalfa 55001 TASKalfa 5550ci TASKalfa 5551ci TASKalfa 6002i	Drivers Kyocera TASKalfa 6052ci (KPDL) [en] (re
TASKalfa 6500i	
TASKalfa 6501i	
TASKalfa 6550ci	
TASKalfa 6551ci	
TASKalfa 7002i	
TASKalfa 7052ci	
TASKalfa 7550ci	
TASKalfa 7551ci	
TASKalfa 8000i	
TASKalfa 8001i	
TASKalfa 8002i	
TASKalfa 8052ci	

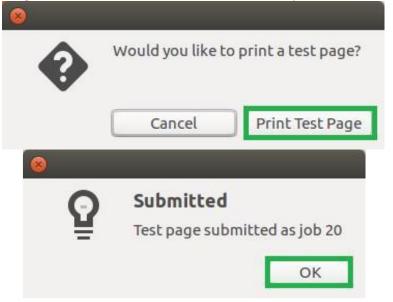
10. Select Cassettes 3, 4 for Paper feeders, 4000-sheet finisher for Document finisher, check the Folding unit, and then click **Forward** 

aper feeders:	Cassettes 3, 4 🔻
Job separator	
Mailbox	
Punch unit Folding unit	
ocument finisher:	4000-sheet finisher 🔻
ptional disk:	Hard disk 🔹

11. Change the Printer name to Kyocera and TRI for location, and then click Apply

Printer Name		
Short name for this printer such as "laserj	et"	
Kyocera		
<b>Description</b> (optional) Human-readable description such as "HP I	LaserJet with Duplexer"	
Kyocera TASKalfa 6052ci KPDL		
<b>.ocation</b> (optional) Human-readable location such as "Lab 1"		
TRI		
	Back Cancel App	shr

12. Click **Print Test Page** to check the connection, and a Printer Properties will be show on screen



13. The printer is connected successfully if the Printer State shows it is idle

Settings Policies Access Control Installable Options Printer Options Job Options Ink/Toner Levels	Settings						
	Description:	Description: Kyocera TASKalfa 6052ci KPDL					
	Location:	TRI					
	Device URI:	smb://	e Change				
	Make and Model:	Kyocera TASKalfa 6052ci (KPDL)					
	Printer State:	Idle					
	Tests and Maintena	ance					
	Print Test Pa	ge	Print Self-Test Page Clean P	rint Heads			
			Apply Cancel	ОК			

14. If the Printer State shows idle – Session Setup failed message as below. Delete the printer and reinstall again

Settings	Settings						
Policies Access Control Installable Options Printer Options Job Options Ink/Toner Levels	Description:	Description: Kyocera TASKalfa 6052ci KPDL					
	Location:	TRI					
	Device URI:	smb://tri-print.int.tri.edu.au/Virtual%20Qu	Change				
	Make and Model:	Kyocera TASKalfa 6052ci (KPDL)					
	Printer State:	Idle - Session setup failed: NT_STATUS_ACCESS_DENIED					
	Tests and Mainten	ance					
	Print Test Pag	ge Print Self-Test Page Clean Prin	t Heads				
		Apply Cancel	ОК				

# **Printout Collection**

Before you can collect your printouts from the printer for the first time, you need to link your TRI ID card to the printer.

- 1. Send a print job to the TRI printer
- 2. Go to the nearest Multifunction printer
- 3. Swipe your card at the printer (left hand side of the touch screen)





- 4. Click the username button and enter your TRI username, then click the OK button
- 5. Click the password button and enter your TRI password, then click the OK button

#### 6. Click the Login button

This procedure only needs to be done once. You can simply swipe your TRI ID card on any TRI printer for printout collection.

# **Driver User Guide (Windows and MAC)**

## **Choosing Options**

1. From the printer interface, you have the options of customising your document and using the finishing features. This can be simply found in the properties of the printer driver before you press print.

Prii	Copies: 1
Pri	nt
Print	er
3	Virtual Queue on tri-print.int Ready
	Printer Properties
Setti	ngs
P	Print All Pages -
Pages:	
	Print on Both Sides Flip pages on long edge
ĒĒ	Collated 1,2,3 1,2,3 1,2,3
	No Staples 🔻
	Portrait Orientation -
	A4 21 cm x 29.7 cm
*	Custom Margins 🗸
	1 Page Per Sheet 🗸
	Page Setup



## Default Settings:

- Black and White
- Duplex (Double Sided) (Flip on Long edge)
- Portrait Page Orientation
- Auto Tray Selection
- 1 Copy

## **Quick Print**

• Provides icons that can be used to easily configure frequently used functions. Each time you click an icon, it changes to an image resembling the print results and applies the settings.

#### **Basic**

• This tab groups basic functions that are frequently used. You can use it to configure the paper size, destination, and duplex printing.

### Layout

This tab lets you configure settings for printing various layouts, including booklet printing, combine mode, poster printing, and scaling.

### Finishing

This tab lets you configure settings related to finishing of printed media, including binding and stapling.

## Imaging

This tab lets you configure settings related to the quality of the print results.

## Publishing

This tab lets you create covers and inserts for print jobs and put inserts between sheets of OHP film.

## Job

This tab lets you configure settings for saving print data from the computer to the machine. Regularly used documents and other data can be saved to the machine for easy printing later. Since saved documents can be printed directly from the machine, this function is also convenient when you wish to print a document that you don't want others to see.

# **Advanced**

This tab lets you configure settings for adding text pages or watermarks to print data.

# Setting your swipe card up on TRI's printers

TRI's printers have been replaced in 2017/2018 with new Kyocera devices. The process of associating your TRI card with the printer is outlined in this document.

Note: Password changes do not affect this setup. The card associated with your account, will continue to identifying you to the system, even as your password is updated over time.

#### What to do

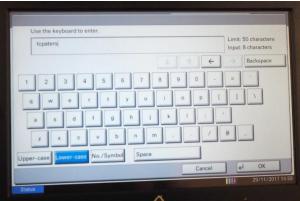
1. Swipe your card on the printer at the panel to the left of the monitor:



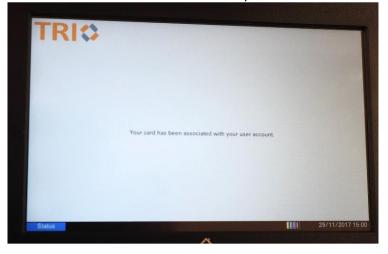
2. After a few seconds, the Card Association screen will appear:

< Back	Card Association
	Enter username/password to associate your card with an existing account.
	Password
	Set
Status	29/11/2017 14:
	4

3. Tap the text fields and enter your TRI username and password using the onscreen keyboard that appears:

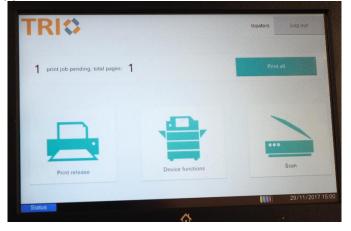


4. On successful entry of your details you should see a message to indicate: "Your card has been associated with your users account"



## **Testing Association**

• After submitting a print job (or even without), touch your associated card to the scanner on the device. You should see a menu allowing you to **print**, **scan** or access **device functions**, which includes **copy** 



# **Printer Features**

Printing, Scanning and Device Features are listed in here.

## Printing

- 1. Swipe your card and
- 2. Select "Print All"
- 3. You have to option of Printing all documents or selecting documents you may or may not want to print. Simply press
- 4. When Printing Labels it is advised to select your print job and load the labels into the manual print tray before pressing
- 5. "Print Release" Button.
- 6. You can print in the bypass tray located to the right hand side of the printer, the drop down door. Placing the label sheet (label side face down) When selecting your print job using the "**Print Release**" Button the device will print your labels taking the sheet from the bypass tray.

## Scanning

- 1. Swipe your card
- 2. Select "Scan"
- 3. Select "SCAN to WORD"
- 4. This will scan your document to a editable Microsoft Word file.
- 5. Please note you will receive two emails the first prompts you that you that the server has received the document.
- 6. The Second email will be the actual word document usually arrives within 5/10 minutes depending on quantity of pages.
- 7. Selecting "SCAN to PDF"
- 8. This scans your document into a "Searchable PDF Document" for the purpose of finding a word or text in a large document. This document is emailed to you in a PDF format
- 9. Selecting "SCAN to EXCEL"
- 10. This scans your document into a editable "Microsoft Excel Document" in table for the document is email to you in xls

### **Device Features**

- 1. Swipe your card and
- 2. Select "Device Functions"
- 3. allows you to use the device as a Copier and Fax Facilities. In addition they are options for scanning to USB and Printing from USB from this option in the printer MENU
- 4. To Navigate back to the printer menu press the "PaperCut" Green Icon on the Home Screen

# Scan to USB and Print from USB

The purpose of this section is to advise users to SCAN and Print to a USB Device. The ability to SCAN to USB can be performed by following these simple steps

1. Log into the Kyocera Printer



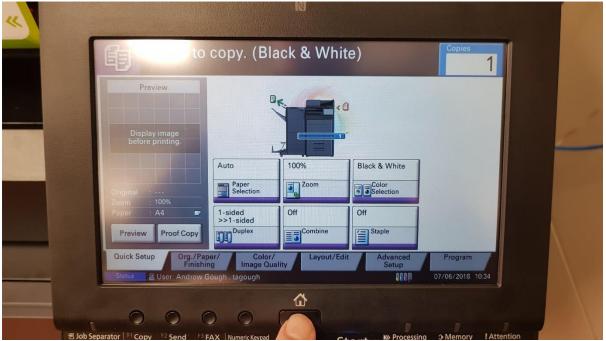
2. Insert the USB as displayed in image below



#### 3. Select "Device Functions"

TRI	tagough Log out
There are no print jobs awaiting release.	
Print release	stions Scan
	07/06/2018 10.34

4. Select the "Home Button"



#### 5. Select "Removable Memory"



6. Select "Store File"

		ND					1
	A Nan		▲ Date and Time	▲ Size			
		oc20170929130743.pdf	2017/09/29 13:07	6.0KB	~	Up	1
10	D .	Impression Materials.pdf	2014/03/26 16:25	4.0KB			
		Lecture 1_handout_1_slide_p	2014/10/14 09:03	4.0KB	5/6		X
		_Ruitenberg_Lecture 1.pptx	2014/10/14 08:59	4.0KB		Memory Information	
	<b>a</b>	_SC IMAGING.pptx	2015/11/25 09:38	4.0KB	$\sim$	Remove Memory	$\lambda$
	Print	Delete	Detail	Open		Store File	$\langle \cdot \rangle$
	Status &	User Andrew Gough , tagough			0000	07/06/2018 10:34	
						,	
	0	0 0 0					

Ready t Place original.	o store in Box.		Free Space 33.1MB
Storing Image			
Display image			
before storing.			
	Auto Color (Color/B & W)		
Original :	Color A Sca Selection	an Density	
Zoom : 100% Store :	1-sided Top Edu on Top	ge Text+Photo	
		ginal entation Original Image	
Quick Setup	Functions	RemoveMemory	Back to List
Status 2 User And	rew Gough , tagough		07/06/2018 10:36

#### 7. Press "Green Start Button"

card ere «			1
	liter stang	Free Space 33.1MB	/
	Job No004595 Job Name:doc20180607103635	User Name:Andrew Gough	
	Scanner Setting Scanned Pages	Storing Setting • A4	1
	• 1-sided     • Top Edge on Top	Destination     Removable Memory	
		Cancel	
	Status & User: Andrew Gough , tagough	07/06/2018 10:36	
		C+	
	Dob Separator     Copy     Copy	Start >>> Processing >>> Memory I Attention Interrupt Authentication / Energy Saver Logout Energy Saver	

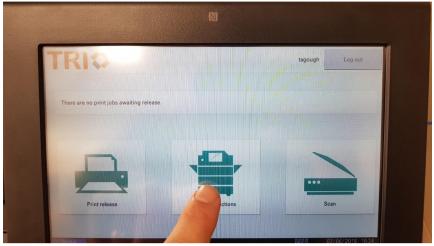
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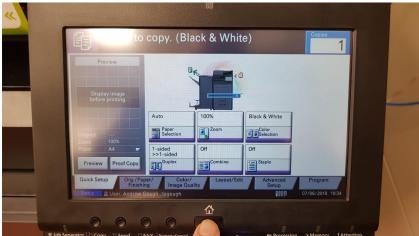
2. Insert the USB as displayed in image below



3. Select "Device Functions"



#### 4. Select the "Home Button"



5. Select "Removable Memory"



6. A list will appear and you can select the document and press "Print"



# **Printer Tray Defaults**

The printer fleet have a set of default tray sizes and should remain in this orientation.

# **Tray One**

A4 Plain Portrait



# Tray Two

A3 Plain Landscape



# **Tray Three and Four**

A4 Plan Portrait



## Bypass Tray or Manual Feed Tray Labels, Envelopes, Card Etc

Labels, Envelopes, Card Etc Face Down Any Formation or Size Recommend Using Larger Printer for Thicker Card



# Print Room Additional Trays on Kyocera 80 Page/min

# **Bypass Tray**



## **Additional Printer Bins**

