

Color PC Printer Driver

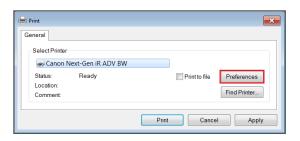
Print documents created in application software from a PC.

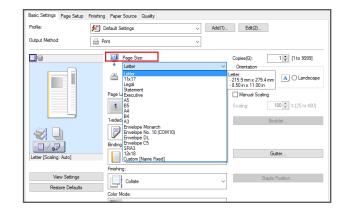
TO PRINT YOUR DOCUMENT:

- 1. Open a document and display the print screen
- 2. Select your Canon imageRUNNER device
- 3. Select **Preferences**, **Properties** or **Printer Properties** (depending on the program) to make changes
- 4. Switch tabs to specify the print settings as necessary
- 5. Click OK
- 6. Click **Print** or **OK** in the application to print

TO SELECT THE SIZE OF THE ORIGINAL DOCUMENT:

- 1. Select the **Basic Settings** tab
- 2. Under **Page Size**, choose the original (digital) document size





TO PRINT MULTIPLE SETS:

- 1. Select the **Basic Settings** tab
- 2. Under Copies, enter the number of sets to produce

Basic Settings Page Setup Finishing Paper Source Quality Profile ✓ Add(1)... Edit(2)... Default Settings Output Method 📄 Print 9 Page Size 역 🖨 [1 to 9999] Copies(Q): Output Size: Match Page Ī A O Portrait A C Landscape Page Layout: Magual Scaling 100 ‡ % [25 to 400] 1 1 on 1 Scaling 1-sided/2-sided/Booklet Printing Rooklet 2-sided Printing I 🕹 Binding Location Long Edge [Left] ~ Finishing View Settings Collate Restore Defaults Color Mode:

TO SELECT THE ORIENTATION

- 1. Select the **Basic Settings** tab
- 2. Under Orientation, choose Portrait or Landscape

Basic Settings Page Setup Fini	shing Paper Source Quality	
Profile:	Default Settings ✓ Add(1) Edit(<u>2</u>)
Output Method:	Print ~	
	Page Size:	Copies(Q): 5 [+ [1 to 9999]
	+ Letter v	 <u>Orientation</u>
	Output Size:	A Portrait A Landscape
	Match Page Size	
	Page Layout:	Magual Scaling
	1 1 on 1	 ✓ Scaling: 100 ⁺ ≈ [25 to 400]
	1-sided/2-sided/Booklet_Printing:	Bookdet
	2-sided Printing	
	Binding Location:	_
Letter (Scaling: Auto)	Long Edge [Left]	, Gutter
	Finishing:	_
<u>Vi</u> ew Settings Restore Defaults	Collate	Staple Position
	Color Mode:	
1		

TO PRINT DOUBLE-SIDED:

- 1. Select the **Basic Settings** tab
- 2. Under 1-Sided/2-Sided/Booklet Printing, select 2-Sided Printing
- 3. Under Binding Location, choose:

• Long Edge: Portrait documents will be produced book-type; landscape documents will be produced calendar-type

• **Short Edge**: Landscape documents will be produced book-type; portrait documents will be produced calendar-type

	Basic Settings Page Setup	Finishing Paper Source Quality	
	Profile:	Default Settings ~ Add(1)	Edit(2)
	Output Method:	📄 Print 🗸	
		Page Size:	Copies(Q): 5 🔹 [1 to 9999]
		↓ Letter ~	Orientation
		Output Size:	A Portrait A C Landscape
		Match Page Size ~	
Basic Settings Page Setup Finishing Paper	s	Page Layout:	Magual Scaling
Profile: JE Default Se	et	1 1 on 1 ~	Scaing: 100 ‡ % [25 to 400]
Output Method: 📄 Print		1-sided/2-sided/Booklet Printing	Booklet
		2-sided Printing ~	
	4 1/07	1-sided Printing	
	Letter [Scaling: Auto]	2-sided Printing	Gutter
Page Li	Vew Settings	Booklet Printing	Staple Position
1	Restore Defaults		
1-sided.	2	Color Mode:	
	2-sided Printing	~	
Binding	Location:		
Letter (Scaling: Auto)	Long Edge [Left]	Gigter	
View Settings	Long Edge [Left]	Staple Position	
Restore Defaults	Short Edge [Top]		
2001	vuo.		

TO STAPLE:

Staple is an optional feature

- 1. Select the **Basic Settings** tab
- 2. Under Finishing, select Staple + Collate
- 3. To change the staple location, select Staple Position

Profile: 🤌	Default Settings	✓ Add(1) Edit(2)
Output Method:	Print .	~
	Pope Stre: Letter Output Size: Match Page Size Pope Layout: 1 1 1 1 1 1 1 2 3 3 3 3 3 3 3 4 4 4 4 4 4 4 4 4 4 4 4 4	CopiesQ): 5 (1 to 9999) ✓ Qrientation ✓ @ Potrat A ○ Landsca ✓ IMagual Scaing ✓ Scaing 100 (125 to 400 Bodglet
Letter [Scaing: Auto]	Binding Location: Printping Edge (Left) Printping:	∽ Gutter
<u>V</u> ew Settings <u>R</u> estore Defaults	Collate	Staple Position
	Staple + Collate	OK Cancel He

TO SELECT THE PAPER SOURCE:

- 1. Select the **Paper Source** tab
- 2. Under **Paper Source**, choose **Auto** or specify a paper drawer

Basic Settings Page Set	tup Finishing Paper Source Quality	
Profile:	🖋 <change> Default Settings</change>	✓ Add(1) Edit(2)
Output Method:	Print.	-
•	Select by	
	,	Paper Source
		О Рарег Туре
	Paper Selection:	Same Paper for All Pages
	Paper Source	Auto Male-purpose Tray Drawer 1 Drawer 2 Drawer 3
Letter [Scaling: Auto]		Drawer 4
View Settin	-	Front/Back Cover Settings

TO SELECT THE COLOR MODE:

- 1. Select the **Basic Settings** tab
- 2. Under Color Mode, choose:
 - Auto (Color/B&W): automatically detects whether pages are color or B/W
 - **Color**: retains color information on every page (CMYK)
 - Black and White: converts every page to grayscale

Profile:	/ Default Settings	Add(1) Edit(2)
Output Method:	🚔 Print 👻	
	Page Size: Letter Cutput Size: Match Page Size	Copies(0): 1 (1 to 9999) Orientation A @ Portrait A @ Landscape
Auto	Page Layout 1 on 1 1-sided(2-sided(Booklet Printing: 1-sided Printing	Manual Scaling Scoling: 100 ▲ % [25 to 400] Booklet. ✓
Leaver (Scaling, Adio)	Binding Location:	↓ Gutter
View Settings Restore Defaults	Finishing:	← Staple Position
	Auto (Color/B&W)	•
	Color	Cancel Apply Help
	Auto (Color/B&W)	

Default Settings
Default Settings
Default Settings
Default Settings
2 on 1 [1-sided]
2 on 1 [2-sided]

I-sided
 Scale to Fit Letter
 Confidential

Profile:

Output Method:

TO CREATE A PROFILE:

Create and store printer driver settings

- 1. Turn on the desired print settings (e.g. 2-Sided and Staple)
- Next to the Profile drop-down list, select Add
 The Add Profile dialog box will open —
- 3. Name the profile and enter a descriptive comment
- 4. Select **OK**
- 5. Stored profiles are found in the Profile drop-down list

TO SELECT THE OUTPUT METHOD:

Output methods may vary

- 1. Under Output Method, choose:
 - **Print**: print directly to the device
 - Secured Print: protect documents with a pin number
 - Store: store documents in a Mail Box
 - **Promote Print**: promote the document to print next in the print queue
 - Edit and Preview: combine print jobs, etc.

Profile:	Default Settings	•	Add(1)	Edit(2)
Output Method:	Print	•		
	🚔 Print			
	Secured Print			
	- Store			
	1 Promote Print			
	Edit and Preview			



Add(1)... Edit(2).

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