



UFR II Driver Guide

UFR II Driver Ver 1.50

Please read this guide before operating this equipment.
After you finish reading this guide, store it in a safe place for future reference.

ENG

UFR II Driver Guide



Contents

Preface	vii
How to Use This Manual	vii
Symbols Used in This Manual	vii
Keys and Buttons Used in This Manual	vii
Displays Used in This Manual	viii
Abbreviations Used in This Guide	ix
Legal Notices	x
Trademarks	x
Copyright	x
Disclaimers	xi

Chapter 1 Before You Start

Introduction	1-2
Supported Canon Products	1-3
System Requirements	1-5
Where to Find Help	1-6

Chapter 2 Getting Started

Installing the Software	2-2
Installing the Printer Driver	2-2
Standard Installation	2-3
Dynamic Installation	2-10
Alternate Printer Driver (Windows 2000/XP/Server 2003)	2-17
Using the Add Printer Wizard	2-19
USB Connection Installation	2-21
USB Standard Installation	2-21
Plug and Play Installation (Windows 98)	2-22
Plug and Play Installation (Windows Me)	2-24
Plug and Play Installation (Windows 2000)	2-26
Plug and Play Installation (Windows XP/Server 2003)	2-28
Installing the Canon Driver Information Assist Service	2-29
Updating the Existing Printer Drivers	2-31
Using the Installer	2-31
Using the Add Printer Wizard	2-33
Updating the Alternate Printer Driver (Windows 2000/XP/Server 2003)	2-35
Uninstalling the Printer Driver	2-37
Setting Up the Printer Configuration	2-39
Configuring Automatically	2-39
Configuring Manually	2-42
Configuring the Device Function Settings	2-44
Configuring the Controller Version	2-44
Printing a Document	2-47

Chapter 3 Basic Print Options

Accessing the Printer Properties Dialog Box	3-2
Windows 98/Me	3-2
Accessing the Printer Properties Dialog Box from Application Software	3-2

Accessing the Printer Properties Dialog Box from the Printers Folder	3-3
Windows 2000/XP/Server 2003	3-4
Accessing the Printer Properties Dialog Box from Application Software	3-4
Accessing the Printing Preferences Dialog Box from the Printers Folder	3-5
Accessing the Printer Properties Dialog Box from the Printers Folder	3-6
Using Profiles for Printing	3-7
What Is a Profile?	3-7
Selecting a Profile for Printing	3-7
Adding or Editing Profiles	3-8
Adding or Editing Profiles in the Profile Sheet (Windows 2000/XP/Server 2003)	3-9
Scaling a Document	3-11
Scaling a Document Automatically	3-11
Scaling a Document Manually	3-12
Printing Multiple Pages on One Sheet	3-14
Two-Sided Printing	3-16
Specifying the Finishing Options	3-18
Selecting a Finishing Option	3-18
Selecting the Output Option	3-18
Booklet Printing	3-21
Printing with Mixed Paper Sizes	3-23
Specifying the Paper Source	3-26
Printing All the Pages from the Same Paper Source	3-26
Printing the First, Body, and Last Pages from Different Paper Sources	3-27
Printing the First, Second, Body, and Last Pages from Different Paper Sources	3-28
Printing the Cover and Body Pages of a Booklet from Different Paper Sources	3-29
Printing on Transparencies	3-31
Using Cover or Sheet Insertion Options	3-32
Adding Front or Back Covers to the Document	3-32
Inserting Sheets into the Document	3-35
Inserting Tab Paper	3-38
Creating Tabs	3-40
Printing on Custom Paper	3-43
Registering Custom Paper	3-43
Printing on Custom Paper	3-45
Printing on Local Standard Paper	3-46
Specifying the Paper Source for Local Standard Paper	3-46
Printing a Banner Page with a Print Job	3-49

Chapter 4 Special Print Options

Overlay Printing	4-2
What Is Overlay Printing?	4-2
Creating a Form File	4-2
Printing with an Overlay	4-5
Specifying the Print Quality	4-8
What Is an Objective?	4-8
Selecting and Editing an Objective	4-9
Selecting an Objective	4-9
Editing the Objective Settings	4-10
Sending Document Data to a User Inbox	4-12
Getting User Inbox Names	4-12
Sending a Document to a User Inbox	4-13
Secured Printing	4-15
Editing Multiple Print Documents Together	4-17

Promoting a Print Job	4-19
Job Accounting Feature	4-21
Job Accounting Overview	4-21
Specifying the ID and Password	4-22
Printing with Job Accounting (Windows 98/Me)	4-24
Printing with Job Accounting (Windows 2000/XP/Server 2003)	4-25
With Allow Password Setting Selected	4-25
With Allow Password Setting Not Selected	4-26
Specifying the Color and Grayscale Settings	4-27
About the Color and Grayscale Settings	4-27
Color Printing	4-27
Grayscale Printing	4-31

Chapter 5 Appendix

Additional Software	5-2
Canon Port Setting Tool	5-2
Device Status Extension (Windows 2000/XP/Server 2003)	5-3
Operational Requirements and Restrictions in the Microsoft Cluster Server Environment	5-4
When Installing the Printer Driver	5-4
When Installing the Canon Driver Information Assist Service	5-4
UFR II Driver Functions List	5-8
Local Standard Paper Sizes List	5-9
Index	5-12

Preface

Thank you for purchasing this Canon product. Please read this manual thoroughly before operating the product in order to familiarize yourself with its capabilities, and to make the most of its many functions. After reading this manual, store it in a safe place for future reference.

How to Use This Manual

Symbols Used in This Manual

The following symbols are used in this manual to explain procedures, restrictions, handling precautions, and instructions that should be observed for safety.



IMPORTANT

Indicates operational requirements and restrictions. Be sure to read these items carefully in order to operate the product correctly, and to avoid damage to the product.



NOTE

Indicates a clarification of an operations, or contains additional explanations for a procedure. Reading these notes is highly recommended.

Keys and Buttons Used in This Manual

The following symbols and key/button names are a few examples of how keys and buttons to be clicked or pressed are expressed in this manual:

- Control Panel Key: <Key icon> + (Key Name)

Example:  (Additional Functions)

- Touch Panel Display Keys: [Key Name]

Examples: [UFR II]

[Yes]

- Buttons on Computer Operation Screens: [Button Name]

Examples: [OK]

[Next]

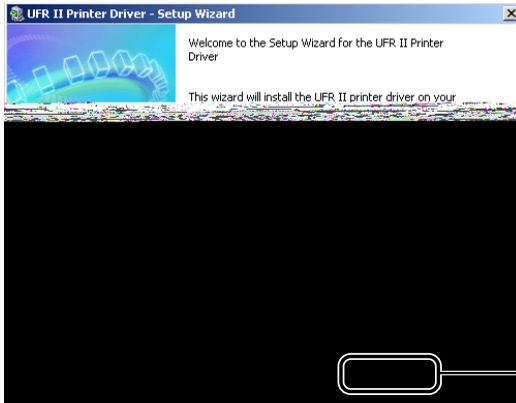
Displays Used in This Manual

Screen shots of computer operation screens used in this manual may differ from the ones you actually see, depending on the model or options that come with your machine.

The buttons that you should click are marked with a , as shown below.

When multiple buttons can be clicked, they are highlighted and mentioned in the order in which they should be clicked.

5 In the first dialog box of the Printer Driver Setup Wizard, click [Next].



Click this button for operation.

Abbreviations Used in This Guide

In this manual, product names and model names are abbreviated as follows:

Microsoft® Windows® 98 operating system:	Windows 98
Microsoft® Windows® Millennium Edition operating system:	Windows Me
Microsoft® Windows® 2000 operating system:	Windows 2000
Microsoft® Windows® XP operating system:	Windows XP
Microsoft® Windows Server™ 2003 operating system:	Windows Server 2003
PostScript® 3 emulation:	PS

Legal Notices

Trademarks

Canon, the Canon logo, and iR are trademarks of Canon Inc.

Adobe, PostScript, and PostScript 3 are trademarks of Adobe Systems Incorporated.

Citrix, MetaFrame, and MetaFrame XP are trademarks of Citrix Systems, Inc. in the United States and other countries.

PCL is a trademark of Hewlett-Packard Company.

Microsoft and Windows are registered trademarks of Microsoft Corporation in the United States and other countries.

Windows Server is a trademark of Microsoft Corporation in the United States and other countries.

Novell and NDPS are trademarks of Novell, Inc.

Other product and company names herein may be the trademarks of their respective owners.

Copyright

Copyright 2005 by Canon Inc. All rights reserved.

No part of this publication may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying and recording, or by any information storage or retrieval system without the prior written permission of Canon Inc.

Disclaimers

The information in this document is subject to change without notice.

CANON INC. MAKES NO WARRANTY OF ANY KIND WITH REGARD TO THIS MATERIAL, EITHER EXPRESS OR IMPLIED, EXCEPT AS PROVIDED HEREIN, INCLUDING WITHOUT LIMITATION, THEREOF, WARRANTIES AS TO MARKETABILITY, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OF USE OR AGAINST INFRINGEMENT OF ANY PATENT. CANON INC. SHALL NOT BE LIABLE FOR ANY DIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY NATURE, OR LOSSES OR EXPENSES RESULTING FROM THE USE OF THIS MATERIAL.

1

CHAPTER

Before You Start

This chapter describes the system environments required for using the UFR II printer driver. It also describes where to find help and information regarding the installation and use of this driver.

Introduction	1-2
Supported Canon Products	1-3
System Requirements.	1-5
Where to Find Help	1-6



Introduction

The Canon UFR II printer driver gives users of Microsoft Windows 98, Windows Millennium Edition, Windows 2000, Windows XP, or Windows Server 2003 (hereafter called Windows 98/Me/2000/XP/Server 2003) operating system the ability to make full use of the printer (although the machine supported by this printer driver is a multifunction machine, for the sake of simplicity it will be referred to as a "printer" in this guide). The printer driver enables you to print from any Windows application software to your Canon printer.

Canon provides you with three types of printer drivers. The first is the Adobe Systems PS 3 emulation driver. This PS (PostScript) driver is well suited for printing from Adobe Systems software, and offers superior performance for printing high-quality text and graphics.

Supported Canon Products

The UFR II printer driver version 1.50 is available for the following Canon products. Refer to the following table to select the driver name that corresponds to your printer.

: Available : Unavailable

Printer Name	Driver Name	Supported Windows Ver	
		98/Me	2000/XP/ Server 2003
iR C2570	Canon iR C2570 UFR II		

iR8070	Canon iR8070 UFR II	-	✓
iR85+	Canon iR85PLUS UFR II	-	✓
iR9070	Canon iR9070 UFR II	-	✓
LBP3460	Canon LBP3460 UFR II	-	✓

Supported Windows versions vary depending on the printer you are using. Be sure to use the right driver for the version of Windows you are using.

IMPORTANT

- *In this guide, these printers are hereafter referred to as the following:*
 - *iR C2570: iR C2570*
 - *iR 2570Ci: iR 2570C*
 - *iR C3170: iR C3170*
 - *iR 3170Ci: iR 3170C*
 - *iR C5870: iR C5870*
 - *iR 5870Ci: iR 5870C*
 - *iR C6870: iR C6870*
 - *iR 6870Ci: iR 6870C*
- *Please note that there are models which use different drivers depending on the region you are in. In Europe, use the Canon iR 2570C EUR UFR II, Canon iR 3170C EUR UFR II, Canon iR 5870C EUR UFR II, or Canon iR 6870C EUR UFR II driver. In other regions, use the Canon iR C2570 UFR II, Canon iR C3170 UFR II, Canon iR C5870 UFR II, or Canon iR C6870 UFR II driver.*
- *UFR II LT drivers have slightly reduced capabilities, but support Windows 98/Me in addition to Windows 2000/XP/Server 2003.*
- *See "UFR II Driver Functions List," on p. 5-8 for additional information about available functions.*

System Requirements

The printer driver can be used in the following system environments:

■ Operating System Software

- Microsoft Windows 98
- Microsoft Windows Me
- Microsoft Windows 2000
- Microsoft Windows XP
- Microsoft Windows Server 2003 (32 bit)

■ With a Server-Based Computing Environment

- Compatible Windows Terminal Server (Service)
 - Microsoft Windows 2000 Server
 - Microsoft Windows Server 2003
- Compatible Software
 - Citrix MetaFrame XP
 - Citrix MetaFrame 1.8
 - Citrix MetaFrame Presentation Server 3.0
 - Citrix Presentation Server 4.0
- Compatible Microsoft Cluster Server (MSCS)
 - Microsoft Windows 2000 Advanced Server
 - Microsoft Windows Server 2003 Enterprise Edition

■ Computer

Any computer which runs the above operating system software properly

NOTE

- *The UFR II printer driver is available only for Windows 98, Windows Me, Windows 2000, Windows XP, and Windows Server 2003. No other operating systems are supported.*
- *Only the iR2016 and iR2020 are available for Windows 98 and Windows Me.*



Where to Find Help

Here is where to get immediate help if you are having problems installing or using the printer driver.

■ README.TXT file

Any hints, enhancements, limitations, and restrictions you need to be aware of when installing and using your printer driver are included in the README.TXT file provided with the driver. The README.TXT file is located in \UFR11\uk_eng.

■ Online Help

You can locate additional help for questions you may have regarding your printer in the Online Help provided with the driver. In the printer properties dialog box, you can click [Help] to display additional information about every feature and option in the UFR II printer driver. You can also click  (Help) in the upper right corner of most dialog boxes, and then click a specific item in the dialog box for help with that item. See the Online Help for the detailed information on specifying UFR II options.

■ Canon Authorized Dealers or Service Providers

If the Online Help does not provide the information you need, contact your local authorized Canon dealer or service provider.

2

CHAPTER

Getting Started

This chapter describes instructions for installing the UFR II printer driver, setting the system configuration, and printing a document.

Installing the Software	2-2
Installing the Printer Driver	2-2
USB Connection Installation	2-21
Installing the Canon Driver Information Assist Service	2-29
Updating the Existing Printer Drivers	2-31
Updating the Alternate Printer Driver (Windows 2000/XP/Server 2003)	2-35
Uninstalling the Printer Driver	2-37
Setting Up the Printer Configuration	2-39
Configuring Automatically	2-39
Configuring Manually	2-42
Configuring the Device Function Settings	2-44
Configuring the Controller Version	2-44
Printing a Document	2-47

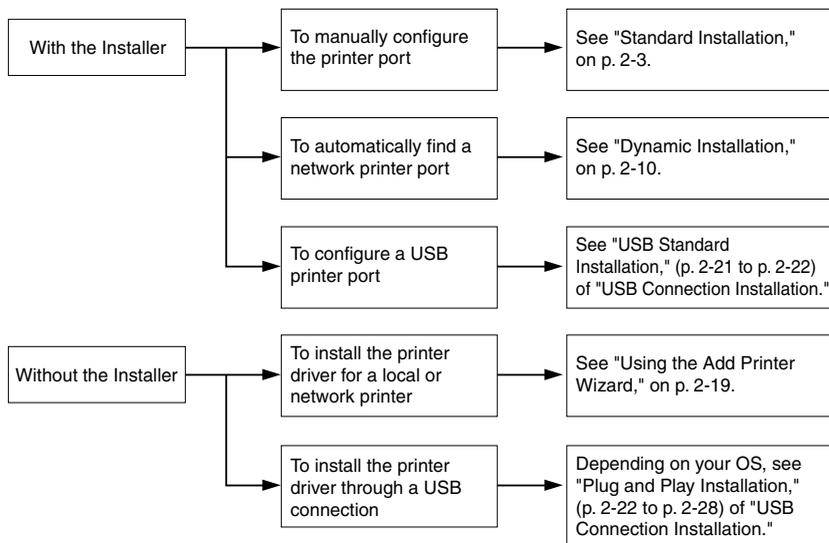
Installing the Software

This section describes instructions for installing the printer driver and the Canon Driver Information Assist Service, and for uninstalling the printer driver.

Installing the Printer Driver

Before using the printer, you must install the UFR II printer driver for it.

Refer to the figure below in order to decide which procedure to use and read the corresponding pages in this manual.



IMPORTANT

For Windows 2000/XP/Server 2003, log on as the Administrator when you install the driver.

Standard Installation

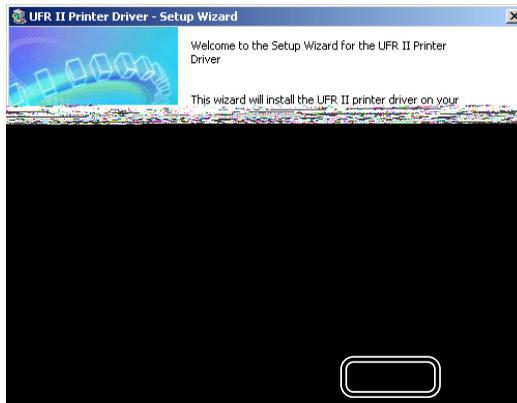
Standard installation is when you select an existing printer port manually.

You can also install a network printer or set up a shared printer by following the procedure below.

NOTE

If you are using a printer connected to a network using TCP/IP protocol, you can automatically search for a port to install the printer driver. For instructions, see "Dynamic Installation," on p. 2-10.

- 1** Insert the Printer Driver Software CD-ROM into the CD-ROM drive.
- 2** Double-click the [My Computer] icon → the CD-ROM drive icon.
- 3** Double-click the following folders: [UFR II] → [uk_eng].
- 4** Double-click the [Setup.exe] icon to start the installation process.
- 5** In the first dialog box of the UFR II Printer Driver Setup Wizard, click [Next].



The [License Agreement] dialog box is displayed.

6 Read the license agreement carefully. If you agree to the terms, click [Yes].

7 Select [Manually Set Port to Install] → click [Next].



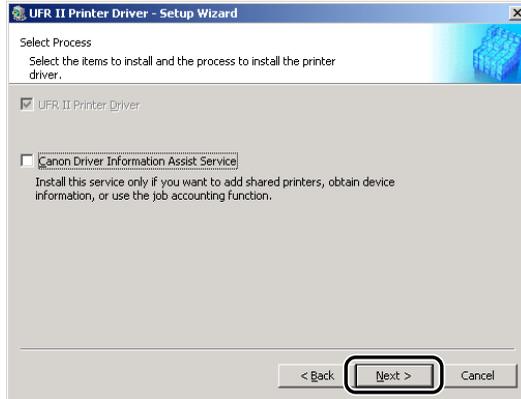
 **NOTE**

If you have installed Canon Driver Information Assist Service and are using an operating system equipped with Windows Firewall, when the following dialog box is displayed, click [Yes] or [No].

- *If you select [Yes], Windows Firewall will be configured to unblock the connection for Canon Driver Information Assist Service, so that you can set up the printer configuration automatically or use the Job Accounting feature.*
- *If you select [No], you cannot use Canon Driver Information Assist Service.*



8 Click [Next].



If the required drivers have already been installed using the installer, the following screen is displayed. Select an option under [Process to Install Printer Driver] → click [Next].



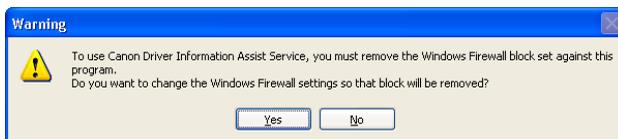
[Process to Install Printer Driver]

- [Add Printers and Update Existing Drivers]: You can install a new driver and update existing drivers simultaneously.
- [Add Printers]: You can add a new driver without affecting existing drivers.
- [Update Existing Drivers]: You can update the existing drivers already installed without having to add a new one. To do this, see "Updating the Existing Printer Drivers," on p. 2-31.

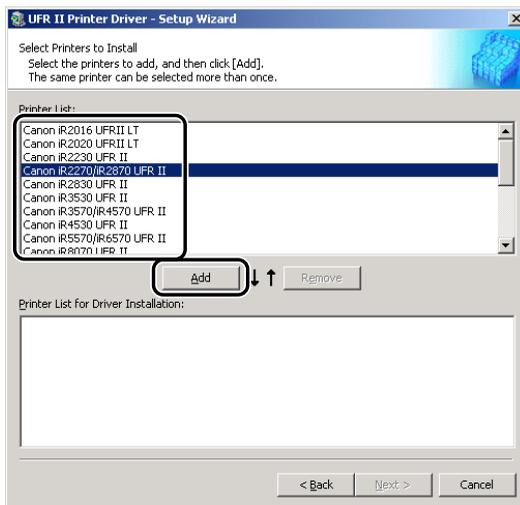
If you want to install the Canon Driver Information Assist Service together with the printer driver, also select [Canon Driver Information Assist Service].

 NOTE

- If you are using a shared printer in the Print Server (Point and Print) environment, it is necessary to install the Canon Driver Information Assist Service in the server PC in order to set up the printer configuration automatically or to use the Job Accounting feature.
- If the Canon Driver Information Assist Service is already installed on your computer, [Canon Driver Information Assist Service] does not display.
- If you are using an operating system equipped with Windows Firewall, when the following dialog box is displayed, click [Yes] or [No].
 - If you select [Yes], Windows Firewall will be configured to unblock the connection for Canon Driver Information Assist Service, so that you can set up the printer configuration automatically or use the Job Accounting feature.
 - If you select [No], you cannot use Canon Driver Information Assist Service.



9 Select the printer drivers you want to install from [Printer List] → click [Add].

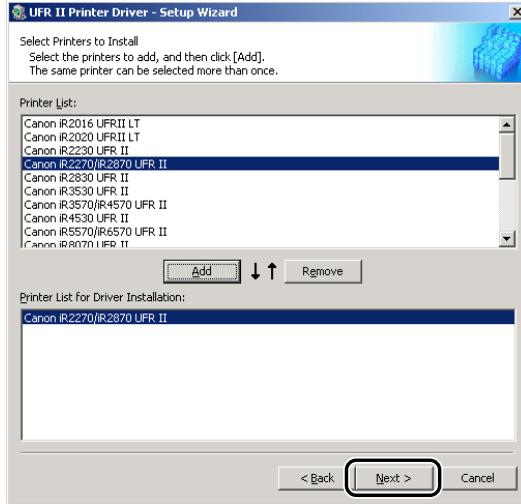


The printer driver(s) you selected is added to [Printer List for Driver Installation].

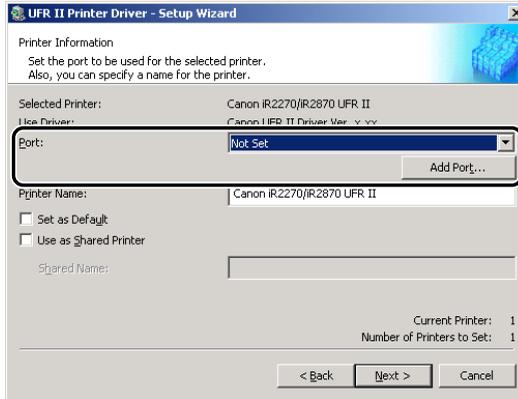
 NOTE

- You can also add a printer driver to [Printer List for Driver Installation] by double-clicking the printer driver under [Printer List].
- To delete a printer driver that you do not want to install from [Printer List for Driver Installation], select the appropriate printer driver → click [Remove].

10 Verify that the printer drivers you want to install are selected in the [Printer List for Driver Installation] → click [Next].



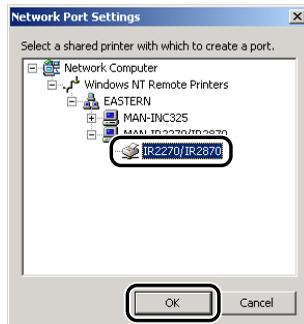
11 Select a port.



NOTE

If more than one printer driver is selected, this dialog box will reappear to enable selection of different ports for other printer drivers.

- **If you want to set a standard port:**
 - Select the printer port you want to use from [Port].
- **If you want to set a port for a network printer:**
 - Click [Add Port].
 - Select [Network] from [Add Port] dialog box → click [OK].
 - Select the network printer → click [OK].



● **If you want to add a port:**

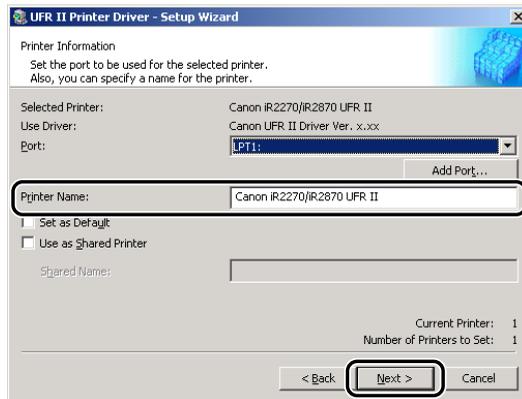
- Click [Add Port].
- Select the printer port you want to add from [Add Port] dialog box → click [OK].



Ports displayed in the [Add Port] dialog box vary depending on the operating system you are using.

- Specify the settings for the port you want to add in the dialog box displayed → click [OK].

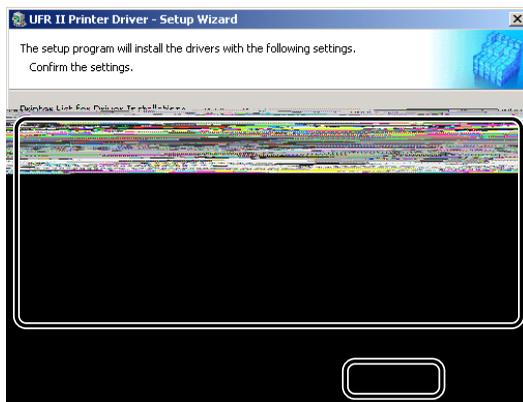
12 Enter a printer name in [Printer Name] if necessary → select [Set as Default] if you want to set the printer as the default printer → click [Next].



 **NOTE**

- If you want to specify shared printer settings, or are installing an alternate driver in Windows 2000/XP/Server 2003, select [Use as Shared Printer]. For instructions on how to specify detailed settings for a shared printer, see steps 2 to 3 of "Alternate Printer Driver (Windows 2000/XP/Server 2003)," on p. 2-17.
- If you have selected [Network] in the [Add Port] dialog box, you cannot set [Printer Name] and [Use as Shared Printer].

13 Verify the installation settings → click [Start].



The information shown in the window may differ according to your system parameters.

14 After the files are copied, click [Exit] to finish the installation.

Restart your computer when a message is displayed prompting you to do so.

The printer icon is displayed in the [Printers] folder. The driver is now installed.

Dynamic Installation

If you are using a printer connected to a network using TCP/IP protocol, you can automatically search for its printer port. To install the printer driver by dynamic installation, follow the procedure below.

 **IMPORTANT**

You can search only for printers in the same subnet as your computer.

 **NOTE**

If you are using a local printer or a printer connected to a network using a protocol other than TCP/IP, see "Standard Installation," on p. 2-3.

- 1** Insert the Printer Driver Software CD-ROM into the CD-ROM drive.
- 2** Double-click the [My Computer] icon → the CD-ROM drive icon.
- 3** Double-click the following folders: [UFR II] → [uk_eng].
- 4** Double-click the [Setup.exe] icon to start the installation process.
- 5** In the first dialog box of the UFR II Printer Driver Setup Wizard, click [Next].



The [License Agreement] dialog box is displayed.

- 6** Read the license agreement carefully. If you agree to the terms, click [Yes].

7 Select [Search for Network Printers to Install] → click [Next].



NOTE

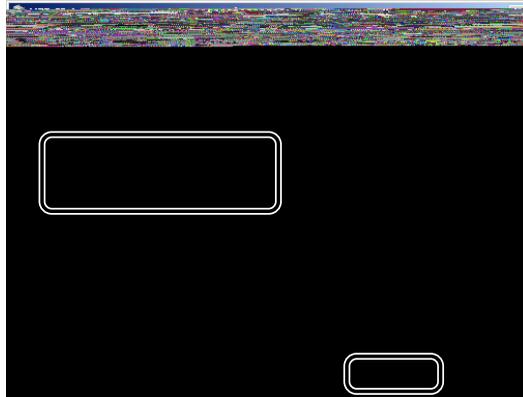
- To search for printers in sleep mode on the network, select [Reactivate Printers in the Sleep Mode and Search].
- If you have installed Canon Driver Information Assist Service and are using an operating system equipped with Windows Firewall, when the following dialog box is displayed, click [Yes] or [No].
 - If you select [Yes], Windows Firewall will be configured to unblock the connection for Canon Driver Information Assist Service, so that you can set up the printer configuration automatically or use the Job Accounting feature.
 - If you select [No], you cannot use Canon Driver Information Assist Service.



8 Click [Next].



If the required drivers have already been installed using the installer, the following screen is displayed. Select an option under [Process to Install Printer Driver] → click [Next].



[Process to Install Printer Driver]

- [Add Printers and Update Existing Drivers]: You can install a new driver and update existing drivers simultaneously.
- [Add Printers]: You can add a new driver without affecting existing drivers.

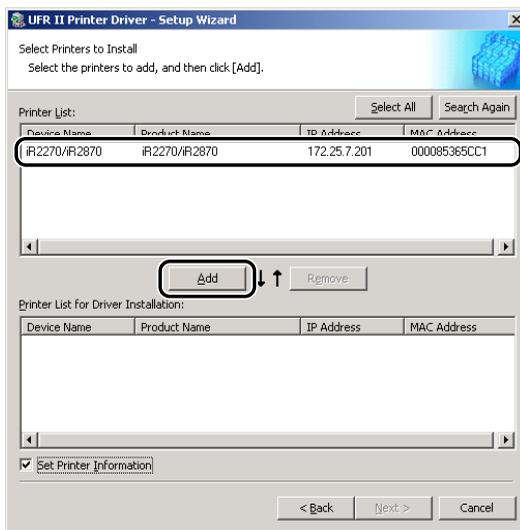
If you want to install the Canon Driver Information Assist Service together with the printer driver, also select [Canon Driver Information Assist Service].

 NOTE

- If you are using a shared printer in the Print Server (Point and Print) environment, it is necessary to install the Canon Driver Information Assist Service in the server PC in order to set up the printer configuration automatically or to use the Job Accounting feature.
- If the Canon Driver Information Assist Service is already installed on your computer, [Canon Driver Information Assist Service] does not display.
- If you are using an operating system equipped with Windows Firewall, when the following dialog box is displayed, click [Yes] or [No].
 - If you select [Yes], Windows Firewall will be configured to unblock the connection for Canon Driver Information Assist Service, so that you can set up the printer configuration automatically or use the Job Accounting feature.
 - If you select [No], you cannot use Canon Driver Information Assist Service.



9 Select the printer driver(s) you want to install from [Printer List] → click [Add].



If you want to select all the printer drivers found, click [Select All].

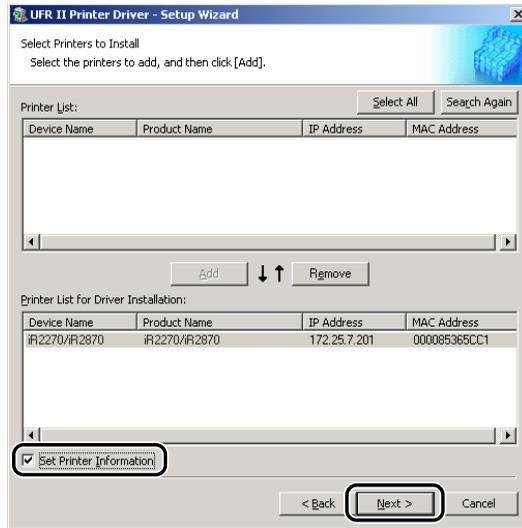
The printer driver(s) you selected are added to [Printer List for Driver Installation].

 **NOTE**

To delete a printer driver that you do not want to install from [Printer List for Driver Installation], select the printer driver → click [Remove].

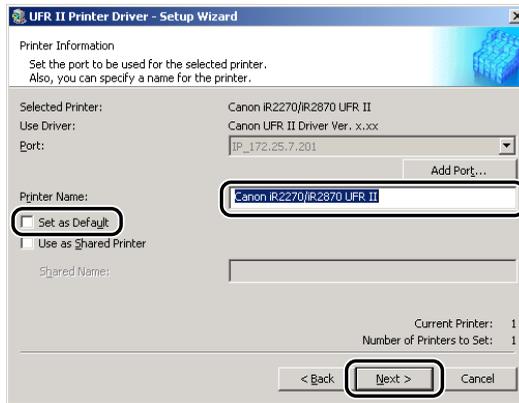
10 Verify that the printer driver(s) you want to install are selected in the [Printer List for Driver Installation].

11 If you want to change the printer name, or set the printer as the default printer, select [Set Printer Information] → click [Next].



If you do not want to change these settings, click [Next] → skip to step 13.

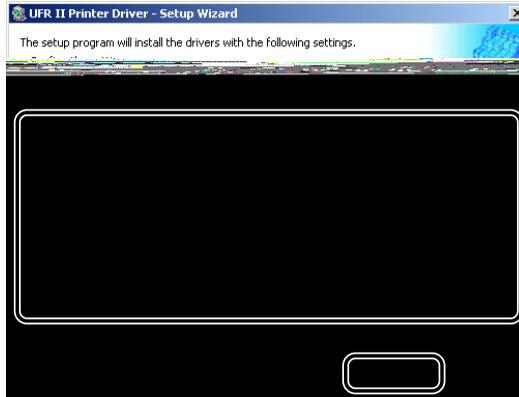
12 Specify the name in [Printer Name], or select [Set as Default] → click [Next].



NOTE

If you want to specify shared printer settings, or are installing an alternate driver in Windows 2000/XP/Server 2003, select [Use as Shared Printer]. For instructions on how to specify detailed settings for a shared printer, see steps 2 to 3 of "Alternate Printer Driver (Windows 2000/XP/Server 2003)," on p. 2-17.

13 Verify the installation settings → click [Start].



The information shown in the window may differ according to your system parameters.

14 After the files are copied, click [Exit] to finish the installation.

Restart your computer when a message is displayed prompting you to do so.

The printer icon is displayed in the [Printers] folder. The driver is now installed.

Alternate Printer Driver (Windows 2000/XP/Server 2003)

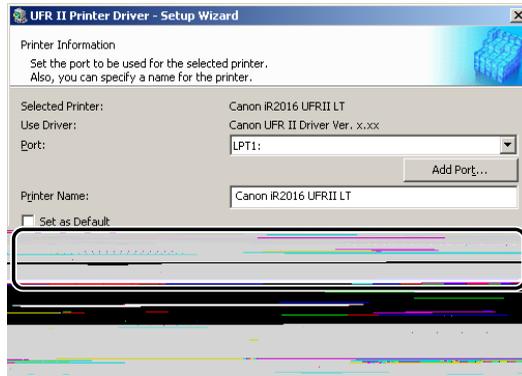
If you are using one or more shared printers in Windows 2000/XP/Server 2003, you can install an alternate printer driver. Installing an alternate printer driver enables you to install a printer driver on a client PC via a network.

To specify settings for the shared printer, follow the procedure below.

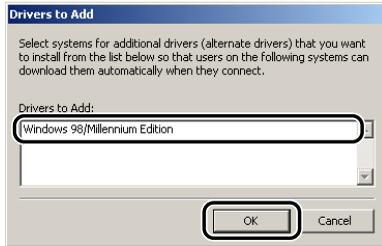
1 Start the Installer → follow the instructions in the dialog boxes.

See steps 1 to 11 of "Standard Installation," on p. 2-3.

2 Select [Use as Shared Printer] → enter a share name.



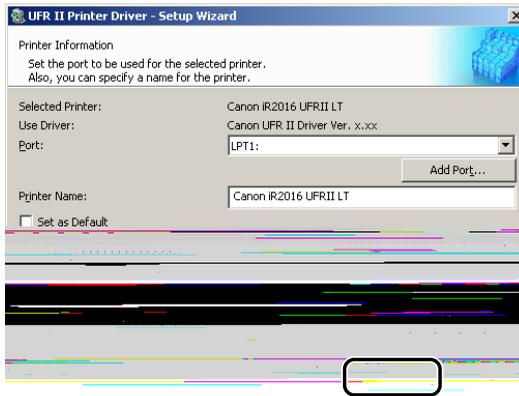
If you are using the iR2016 or iR2020, and want to set the operating system on which driver will run, click [Drivers to Add]. Select the operating system from [Drivers to Add] → click [OK].



2

Getting Started

3 In the [Printer Information] dialog box, click [Next].



4 Follow the instructions in the dialog or message boxes to complete the installation.

See steps 13 and 14 of "Standard Installation," on p. 2-3.



IMPORTANT

To use the printer driver on the client PC, double-click the shared printer icon for the alternate printer driver on the server PC.

Using the Add Printer Wizard

To install a printer driver from the [Printers] folder in the Windows Control Panel, follow the procedure below.

1 On the [Start] menu, point to [Settings] → click [Printers].

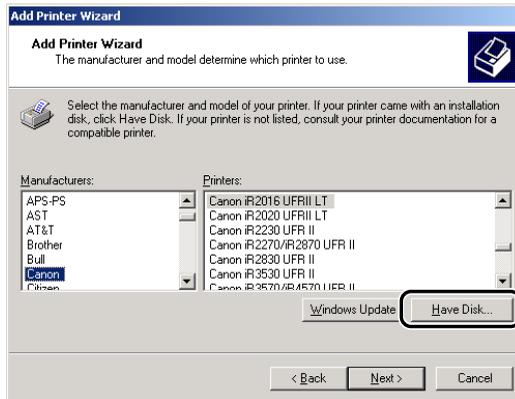


NOTE

- If you are using Windows XP Professional/Server 2003, on the [Start] menu, click [Printers and Faxes].
- If you are using Windows XP Home Edition, on the [Start] menu, click [Control Panel] → [Printers and Other Hardware] → [Printers and Faxes].

2 In the [Printers] folder, double-click the [Add Printer] icon to start the Add Printer Wizard → follow the instructions on the screen to continue the installation.

3 Insert the Printer Driver Software CD-ROM into the CD-ROM drive → click [Have Disk].



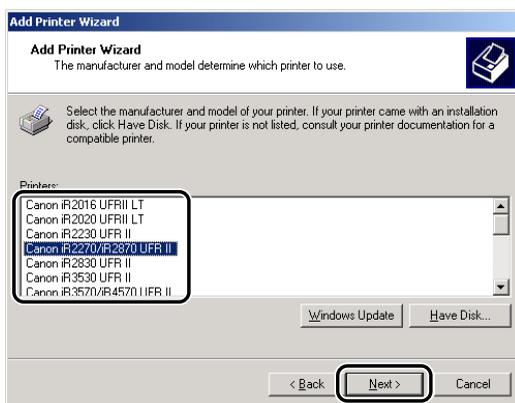
- 4** Click [Browse] to select the folder of the driver you want to install → click [OK].



You can select the driver from the following folders on the CD-ROM.

OS	Path
Windows 98/Me	\UFRII\uk_eng\win98_me
Windows 2000/XP/Server 2003	\UFRII\uk_eng\win2k_xp

- 5** Select your printer model from [Printers] → click [Next].



- 6** Follow the instructions on the screen to continue → click [Finish] to start copying the files.

The printer icon is displayed in the [Printers] folder. The driver is now installed.

USB Connection Installation

To install the printer driver through a USB connection, follow the procedure below.

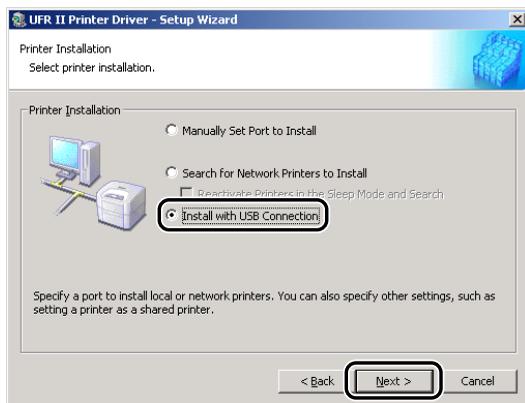
USB Standard Installation

IMPORTANT

- Before installing a printer driver through a USB connection, turn the printer OFF. Turn the power back ON only if the instruction to do so appears on the screen during installation.
- In a USB environment, you cannot set up the printer configuration automatically or use the Job Accounting feature.

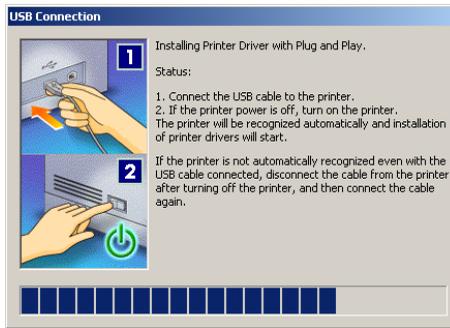
1 Start the Installer → follow the instructions in the dialog box.
See steps 1 to 6 of "Standard Installation," on p. 2-3.

2 Select [Install with USB Connection] → click [Next].



3 Click [Yes] in the message box to proceed.
File copying starts.

- 4 When the message box below appears after the files are copied, connect the USB cable, and then turn the printer ON.



 **NOTE**

If you are using Windows XP, select [Install Software Automatically (Recommended)] in the dialog box displayed next → click [Next].

- 5 Click [Exit] to finish the installation.

The printer icon is displayed in the [Printers] folder. The driver is now installed.

Plug and Play Installation (Windows 98)

- 1 Connect the cable from the printer's USB port to the PC's USB port, and then turn the printer ON.
- 2 Start Windows, and then insert the Printer Driver Software CD-ROM into the CD-ROM drive.
The Add New Hardware Wizard starts.
- 3 In the first dialog box of the Add New Hardware Wizard, click [Next].

- 4** Select [Search for the best driver for your device. (Recommended)] → click [Next].



- 5** Select [Specify a location] → click [Browse] to select [UFRII\uk_eng\Usbport\win98] on the CD-ROM → click [Next].



- 6** Follow the instructions on the screen → click [Finish] after the files are copied.

The USB driver is now installed. Continue with the installation to install the printer driver.

- 7** Follow the instructions on the screen → select [Search for the best driver for your device. (Recommended)] → click [Next].

- 8** Select [Specify a location] → click [Browse] to select the folder containing the driver you want to install → click [Next].

You can select the driver from the following folder on the CD-ROM.

\\UFR11\luk_eng\win98_me

- 9** Follow the instructions on the screen → click [Finish] after the files are copied.

The printer driver is now installed.

Plug and Play Installation (Windows Me)

- 1** Connect the cable from the printer's USB port to the PC's USB port, and then turn the printer ON.

- 2** Start Windows, and then insert the Printer Driver Software CD-ROM into the CD-ROM drive.

The Add New Hardware Wizard starts.

- 3** In the first dialog box of the Add New Hardware Wizard, select [Automatic search for a better driver (Recommended)] → click [Next].



- 4 Select the [LB0USBME.INF] file in the [Select Other Driver] dialog box → click [OK].



- 5 Follow the instructions on the screen → click [Finish] after the files are copied.

The USB driver is now installed. Continue with the installation to install the printer driver.

- 6 In the [Select Other Driver] dialog box, select the folder containing the driver you want to install → click [OK].

You can select the driver from the following folder on the CD-ROM.

\UFRII\uk_eng\win98_me

- 7 Follow the instructions on the screen → click [Finish] after the files are copied.

The printer driver is now installed.

Plug and Play Installation (Windows 2000)

- 1** Connect the cable from the printer's USB port to the PC's USB port, and then turn the printer ON.
- 2** Start Windows, and then insert the Printer Driver Software CD-ROM into the CD-ROM drive.
The Found New Hardware Wizard starts.
- 3** In the first dialog box of the Found New Hardware Wizard, click [Next].
- 4** Select [Search for a suitable driver for my device (recommended)] → click [Next].



5 Select [Specify a location] → click [Next].



6 Click [Browse] to select the folder containing the driver you want to install → click [OK].



You can select the driver from the following folder on the CD-ROM.
\\FR11uk_eng\win2k_xp

7 Follow the instructions on the screen → click [Finish] after the files are copied.

The USB driver and the printer driver are now installed.

Plug and Play Installation (Windows XP/Server 2003)

NOTE

In the following procedure, an operation screen for Windows XP is used; the screen might differ depending on your operating system.

1 Connect the cable from the printer's USB port to the PC's USB port, and then turn the printer ON.

2 Start Windows, and then insert the Printer Driver Software CD-ROM into the CD-ROM drive.

The Found New Hardware Wizard starts.

3 Confirm that [Install the software automatically (Recommended)] is selected → click [Next].



Windows searches for the driver automatically, and then starts the installation.

4 Click [Finish] after the files are copied.

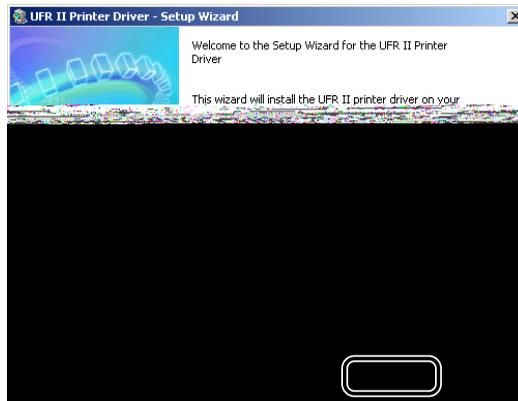
The USB driver and the printer driver are now installed.

Installing the Canon Driver Information Assist Service

After installing the printer driver, you can set up the printer configuration automatically and use the Job Accounting feature. If you are using a shared printer in the Print Server (Point and Print) environment, it is necessary to install the Canon Driver Information Assist Service in the server PC in order to use such features.

If the software is not installed in your computer, follow the procedure below to install it.

- 1** Insert the Printer Driver Software CD-ROM into the CD-ROM drive.
- 2** Double-click the [My Computer] icon → the CD-ROM drive icon.
- 3** Double-click the following folders: [UFR II] → [uk_eng].
- 4** Double-click the [Setup.exe] icon to start the installation process.
- 5** In the first dialog box of the UFR II Printer Driver Setup Wizard, click [Next].



The [License Agreement] dialog box is displayed.

6 Read the license agreement carefully. If you agree to the terms, click [Yes].

7 Select [Manually Set Port to Install] → click [Next].



8 Select [Canon Driver Information Assist Service] → click [Next].



 **NOTE**

If you are using an operating system equipped with Windows Firewall, when the following dialog box is displayed, click [Yes] or [No].

- If you select [Yes], Windows Firewall will be configured to unblock the connection for Canon Driver Information Assist Service, so that you can set up the printer configuration automatically or use the Job Accounting feature.
- If you select [No], you cannot use Canon Driver Information Assist Service.



9 After the files are copied, click [Exit] to finish the installation.

Restart your computer when a message is displayed prompting you to do so.

The Canon Driver Information Assist Service is now installed.

Updating the Existing Printer Drivers

Using the Installer

If you use the Installer to install new printer drivers, the Installer updates the existing ones at the same time that the new drivers are installed.

You can also update the existing drivers already installed without having to add a new driver by following the procedure below.

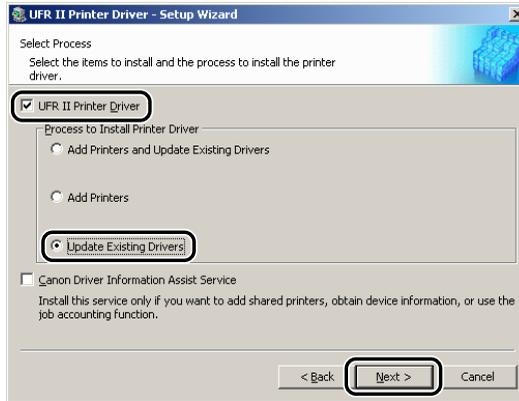
 **NOTE**

You can also update an old version of the alternate printer driver simultaneously.

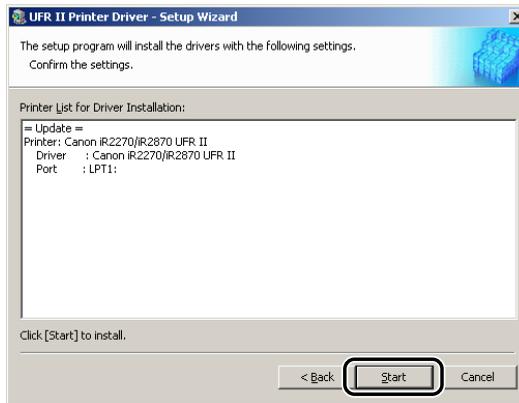
1 Start the Installer → follow the instructions in the dialog boxes.

See steps 1 to 7 of "Standard Installation," on p. 2-3.

- 2 Select [UFR II Printer Driver] → select [Update Existing Drivers] → click [Next].



- 3 Verify the installation settings → click [Start].



- 4 After the files are copied, click [Exit] to finish the installation.

Restart your computer when a message is displayed prompting you to do so.

The printer drivers already installed are now updated.

 **IMPORTANT**

To use the updated alternate printer driver on the client PC, first uninstall the current printer driver → double-click the shared printer icon for the updated alternate printer driver on the server PC.

Using the Add Printer Wizard

1 Insert the Printer Driver Software CD-ROM into the CD-ROM drive.

2 On the [Start] menu, point to [Settings] → click [Printers].

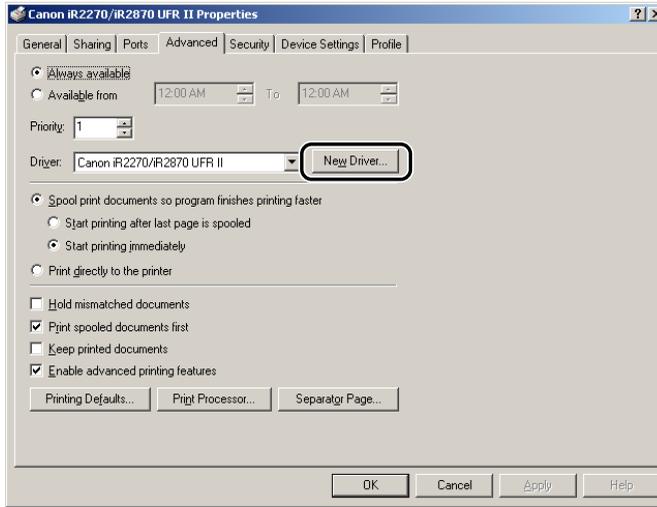
 **NOTE**

- If you are using Windows XP Professional/Server 2003, on the [Start] menu, click [Printers and Faxes].
- If you are using Windows XP Home Edition, on the [Start] menu, click [Control Panel] → [Printers and Other Hardware] → [Printers and Faxes].

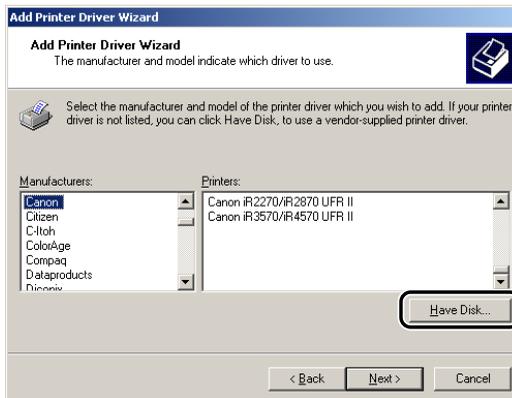
3 In the [Printers] folder, right-click the printer icon for your printer → click [Properties].

4 Click the [Advanced] tab.

5 Click [New Driver] → follow the instructions on the screen.



6 Click [Have Disk] to specify the driver path on the CD-ROM → follow the instructions on the screen.



7 Repeat steps 1 to 6 for all other existing drivers.

8 Restart the computer.

9 Check the printer configuration settings in the [Configuration] sheet (Windows 98/Me) or [Device Settings] sheet (Windows 2000/XP/Server 2003), and then reconfigure them if they have been changed.



NOTE

If you are using a shared printer in the Print Server (Point and Print) environment, it is necessary to install the Canon Driver Information Assist Service in the server PC in order to set up the printer configuration automatically or to use the Job Accounting feature (see "Installing the Canon Driver Information Assist Service," on p. 2-29).

Updating the Alternate Printer Driver (Windows 2000/XP/Server 2003)

If you use a shared printer on a network, and an alternate printer driver is installed on the server, the alternate printer driver is updated simultaneously when you install a new driver with the Installer. To update the alternate printer driver manually without using the Installer, follow the procedure below.

1 On the [Start] menu, point to [Settings] → click [Printers].

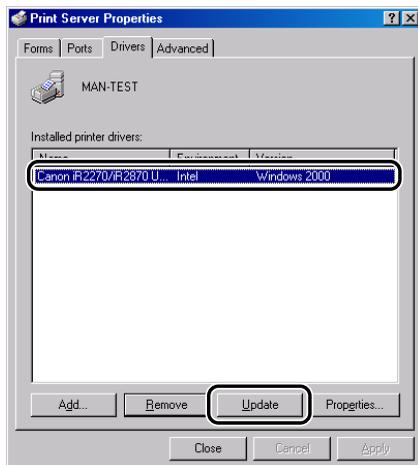


NOTE

- If you are using Windows XP Professional/Server 2003, on the [Start] menu, click [Printers and Faxes].
- If you are using Windows XP Home Edition, on the [Start] menu, click [Control Panel] → [Printers and Other Hardware] → [Printers and Faxes].

2 Click [Server Properties] on the [File] menu to open the [Print Server Properties] dialog box → click the [Drivers] tab.

- 3 Select the alternate printer driver you want to update → click [Update] (Windows 2000), [Replace] (Windows XP), or [Reinstall] (Windows Server 2003).



- 4 When a message appears prompting you to insert the CD-ROM, insert the Printer Driver Software CD-ROM into the CD-ROM drive → click [OK].

- 5 Click [Browse] to specify the driver path on the CD-ROM → click [OK].

The alternate printer driver is updated.

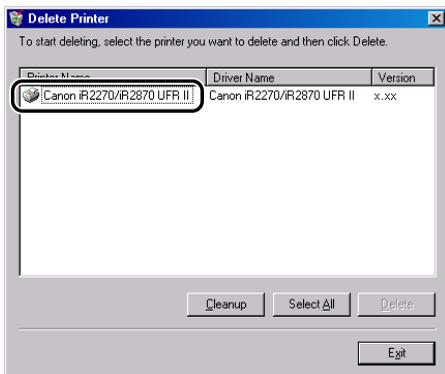
IMPORTANT

To use the updated printer driver on the client PC, first uninstall the current printer driver → double-click the shared printer icon for the updated alternate printer driver on the server PC.

Uninstalling the Printer Driver

It is recommended that you use the Uninstaller to uninstall an unnecessary driver.

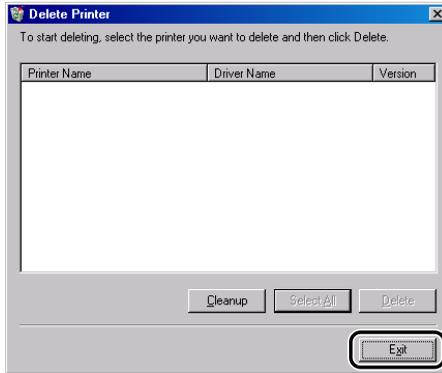
- 1 On the [Start] menu, point to [Programs] → [Canon Printer Uninstaller] → click [UFR II Printer Driver Uninstaller].
- 2 In the [Delete Printer] dialog box, select the printer driver you want to delete.



- 3 Click [Delete].
- 4 Click [Yes] to confirm the deletion.



5 Click [Exit] in the [Delete Printer] dialog box.



NOTE

You can also start the Uninstaller from the Printer Driver Software CD-ROM. To do so, double-click the [Uninstal.exe] icon in the following folder.
\\FR11\\uk_eng\\misc.

Setting Up the Printer Configuration

In order to use the functions of an optional unit attached to the printer, you need to specify the paper source options, output options, and other options in the printer driver, by setting up the printer configuration.

The printer configuration can be set up automatically while installing the driver, depending on the port selected for the machine. If the machine cannot be configured during the installation, follow the procedure below. There are two methods for setting up the printer configuration: automatic and manual.

Configuring Automatically

If your printer is connected to a network, you can set up the printer configuration automatically.

IMPORTANT

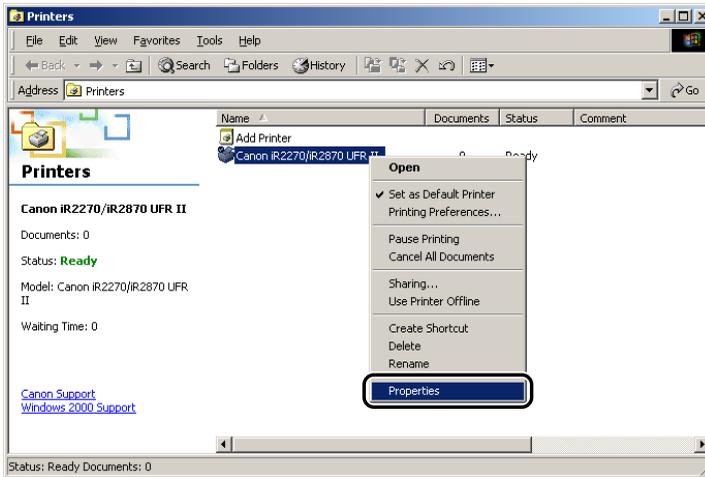
- If you are using a shared printer in the Print Server (Point and Print) environment, it is necessary to install the Canon Driver Information Assist Service in the server PC in order to set up the printer configuration automatically (see "Installing the Canon Driver Information Assist Service," on p. 2-29).
- If you are using a local printer (connected to an LPT port, USB port, etc.), you cannot set up the printer configuration automatically.

1 On the [Start] menu, point to [Settings] → click [Printers].

NOTE

- If you are using Windows XP Professional/Server 2003, on the [Start] menu, click [Printers and Faxes].
- If you are using Windows XP Home Edition, on the [Start] menu, click [Control Panel] → [Printers and Other Hardware] → [Printers and Faxes].

2 In the [Printers] folder, right-click the printer icon for your printer → click [Properties].

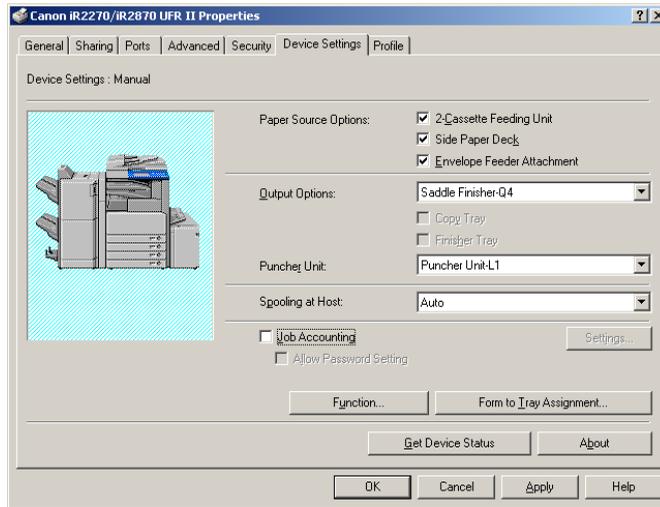


2

Getting Started

3 In the printer properties dialog box, click the [Configuration] tab (Windows 98/Me) or [Device Settings] tab (Windows 2000/XP/Server 2003).

The [Configuration] sheet (Windows 98/Me) or [Device Settings] sheet (Windows 2000/XP/Server 2003) is displayed.



4 Click [Get Device Status].

The detected information is displayed in the [Configuration] sheet (Windows 98/Me) or [Device Settings] sheet (Windows 2000/XP/Server 2003).

5 Click [Yes] in the message box.

6 Click [OK].

If no information is detected, proceed to "Configuring Manually."

Configuring Manually

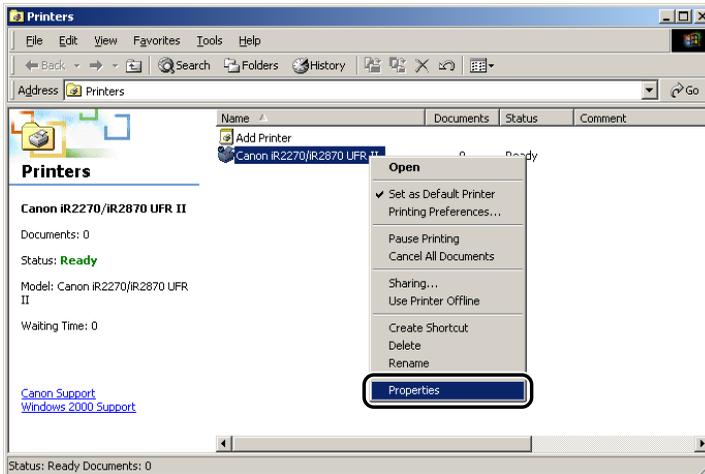
If you cannot set up the configuration automatically, specify the options manually in the [Configuration] sheet (Windows 98/Me) or [Device Settings] sheet (Windows 2000/XP/Server 2003).

1 On the [Start] menu, point to [Settings] → click [Printers].

 **NOTE**

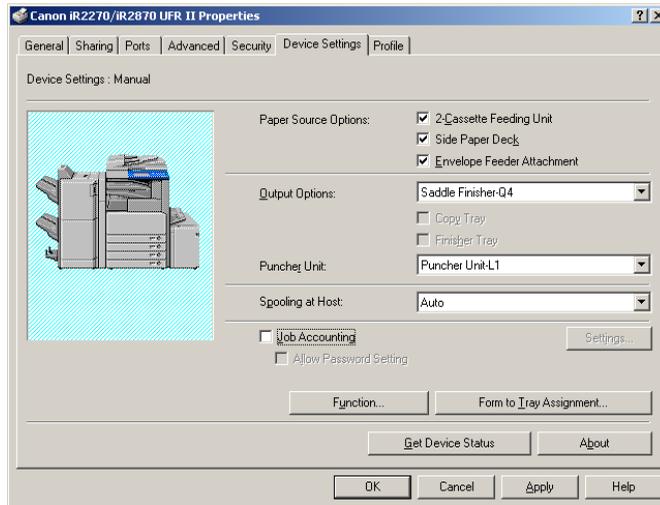
- If you are using Windows XP Professional/Server 2003, on the [Start] menu, click [Printers and Faxes].
- If you are using Windows XP Home Edition, on the [Start] menu, click [Control Panel] → [Printers and Other Hardware] → [Printers and Faxes].

2 In the [Printers] folder, right-click the printer icon for your printer → click [Properties].



- 3** In the printer properties dialog box, click the [Configuration] tab (Windows 98/Me) or [Device Settings] tab (Windows 2000/XP/Server 2003).

The [Configuration] sheet (Windows 98/Me) or [Device Settings] sheet (Windows 2000/XP/Server 2003) is displayed.



- 4** Specify the paper source, output, and other options installed in the printer manually.
- 5** Click [OK].

Configuring the Device Function Settings

If you cannot set up the printer configuration automatically (see "Configuring Automatically," on p. 2-39), you can enable the device functions manually, according to your needs.

NOTE

For the iR C2570, iR 2570C, iR C3170, iR 3170C, iR105+, iR2230, iR2830, iR2870/2270, iR3530, iR4570/3570, iR8070, iR85+, and iR9070, the available functions vary depending on the version of the controller for your printer. The controller version must be configured in order to use the supported functions.

Configuring the Controller Version

1 Print the Configuration Page.

- On the printer control panel, press  (Additional Functions).
- Press [Report Settings] → [Printer] under <Print List>.
- Press [UFR II] → [Configuration Page] → [Yes].

NOTE

The procedure of printing the Configuration Page differs depending on the model of the printer you are using.

2 Confirm the Controller Function ID and Function Version printed on the Configuration Page.

3 On the [Start] menu, point to [Settings] → click [Printers].

NOTE

- If you are using Windows XP Professional/Server 2003, on the [Start] menu, click [Printers and Faxes].
- If you are using Windows XP Home Edition, on the [Start] menu, click [Control Panel] → [Printers and Other Hardware] → [Printers and Faxes].

4 In the [Printers] folder, right-click the printer icon for your printer → click [Properties].

5 In the printer properties dialog box, click the [Device Settings] tab.

6 Click [Function].

The [Device Function Setting] dialog box opens.

7 Specify the Function Version confirmed in step 2.

Device Function Setting ? | X

Print Configuration Page of the device you want to use, and then confirm Controller Function ID and Function Version. If you select the same items from the following list, the available device functions will be recognized.

Controller Function ID: AA4703CE2D124E6C9A9A45E35978EE20

Function Version: 1.0

The following device functions may not be recognized by the above items. Click the check box of the device functions you want to use according to your needs. The specified functions may not be used for the service setting or the controller version of the device.

Loading from Insertion Unit(Sheet for Insertion)

OK Cancel Restore Defaults Help

8 Select the function you want to use.

Device Function Setting ? | X

Print Configuration Page of the device you want to use, and then confirm Controller Function ID and Function Version. If you select the same items from the following list, the available device functions will be recognized.

Controller Function ID: AA4703CE2D124E6C9A9A45E35978EE20

Function Version: 1.0

The following device functions may not be recognized by the above items. Click the check box of the device functions you want to use according to your needs. The specified functions may not be used for the service setting or the controller version of the device.

Loading from Insertion Unit(Sheet for Insertion)

OK Cancel Restore Defaults Help

NOTE

Depending on the corresponding function settings and controller version of your printer, some functions may not be available.

9 Click [OK].

The [Device Function Setting] dialog box closes.

10 Click [OK].

The function you selected in step 8 become available in the printer properties dialog box.

Printing a Document

To print a document, follow the procedure below.

- 1** In the application software, with the document open, select [Print] to print your document.
 - 2** In the [Print] dialog box, select your printer from [Name] → click [Properties].
The printer properties dialog box opens.
 - 3** Specify the various print settings in the printer properties dialog box. To switch between sheets, click the tabs for the [Page Setup], [Finishing], [Paper Source], and [Quality] sheets.
You can also specify the various print settings by selecting a profile.
-  **NOTE**
For more information on using the print options, see Chapter 3, "Basic Print Options," or the Online Help.
- 4** After all the print settings are specified, click [OK] in the printer properties dialog box.
 - 5** Click [OK] in the [Print] dialog box.
The document is printed under the settings you specified.

3

CHAPTER

Basic Print Options

This chapter describes instructions for specifying the various basic settings for printing a document.

Accessing the Printer Properties Dialog Box	3-2
Windows 98/Me	3-2
Windows 2000/XP/Server 2003	3-4
Using Profiles for Printing	3-7
What Is a Profile?	3-7
Selecting a Profile for Printing	3-7
Adding or Editing Profiles	3-8
Adding or Editing Profiles in the Profile Sheet (Windows 2000/XP/Server 2003)	3-9
Scaling a Document	3-11
Scaling a Document Automatically	3-11
Scaling a Document Manually	3-12
Printing Multiple Pages on One Sheet	3-14
Two-Sided Printing	3-16
Specifying the Finishing Options	3-18
Selecting a Finishing Option	3-18
Booklet Printing	3-21
Printing with Mixed Paper Sizes	3-23
Specifying the Paper Source	3-26
Printing All the Pages from the Same Paper Source	3-26
Printing the First, Body, and Last Pages from Different Paper Sources	3-27
Printing the First, Second, Body, and Last Pages from Different Paper Sources	3-28
Printing the Cover and Body Pages of a Booklet from Different Paper Sources	3-29
Printing on Transparencies	3-31
Using Cover or Sheet Insertion Options	3-32
Adding Front or Back Covers to the Document	3-32
Inserting Sheets into the Document	3-35
Inserting Tab Paper	3-38
Creating Tabs	3-40
Printing on Custom Paper	3-43
Registering Custom Paper	3-43
Printing on Custom Paper	3-45
Printing on Local Standard Paper	3-46
Printing a Banner Page with a Print Job	3-49

Accessing the Printer Properties Dialog Box

The printer properties dialog box of the printer driver contains many settings that enable you to set up and control your printer. The available settings vary depending on how you access the printer properties dialog box.

In the printer properties dialog box and the printing preferences dialog box, you can specify the printer driver settings and set up the printer configuration.

Windows 98/Me

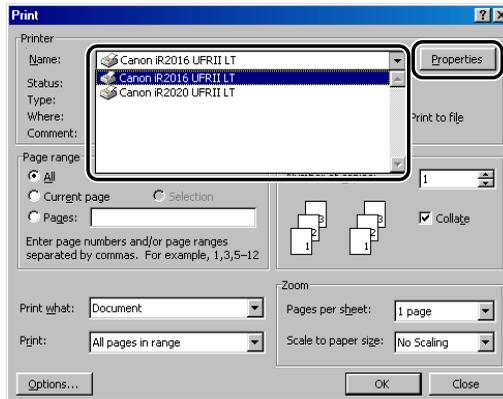
If you access the printer properties dialog box from application software, the specified settings are available for the current print job.

If you access the printer properties dialog box from the [Printers] folder, you can set up the printer configuration or specify the default printer driver settings for every print job.

Accessing the Printer Properties Dialog Box from Application Software

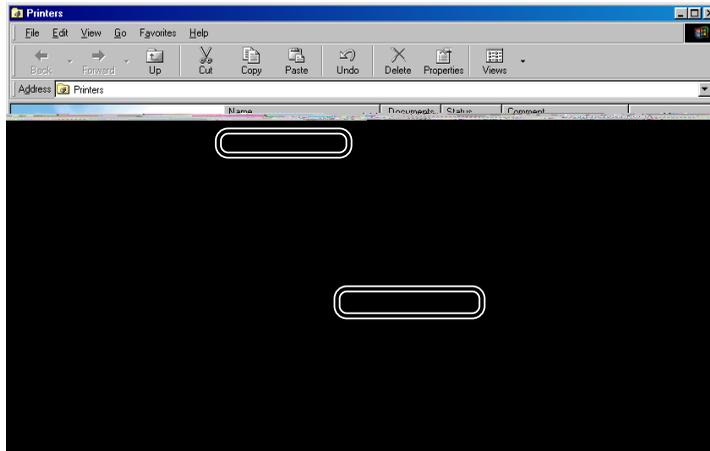
- 1** In the application software, select [Print] to display the [Print] dialog box.

- 2 Select your printer name from the drop-down list box → click [Properties].



Accessing the Printer Properties Dialog Box from the Printers Folder

- 1 On the [Start] menu, point to [Settings] → click [Printers].
- 2 In the [Printers] folder, right-click the printer icon for your printer → click [Properties].



Windows 2000/XP/Server 2003

You can access the printer properties dialog box and the printing preferences dialog box in Windows 2000/XP/Server 2003.

In the printer properties dialog box and the printing preferences dialog box, you can specify the printer driver settings and set up the printer configuration.

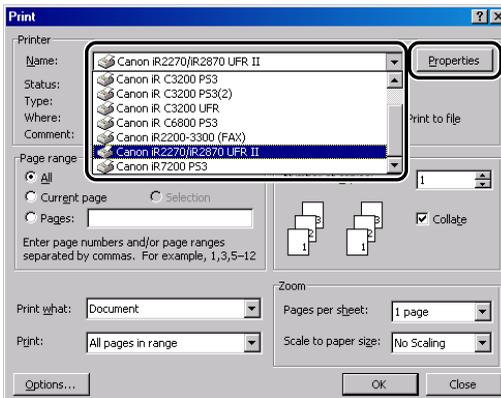
Accessing the Printer Properties Dialog Box from Application Software

If you access the printer properties dialog box from application software, the specified settings are available for the current print job.

3

Basic Print Options

- 1** In the application software, select [Print] to display the [Print] dialog box.
- 2** Select your printer from the drop-down list box → click [Properties].



Accessing the Printing Preferences Dialog Box from the Printers Folder

If you access the printing preferences dialog box from the [Printers] folder, you can specify the default printer driver settings for every print job.

NOTE

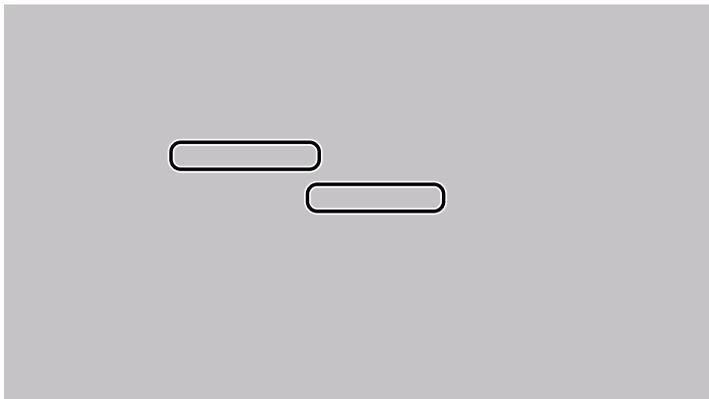
To access the printing preferences dialog box from the [Printers] folder, you need to be assigned Full Control Permission for the printer.

1 On the [Start] menu, point to [Settings] → click [Printers].

NOTE

- If you are using Windows XP Professional/Server 2003, on the [Start] menu, click [Printers and Faxes].
- If you are using Windows XP Home Edition, on the [Start] menu, click [Control Panel] → [Printers and Other Hardware] → [Printers and Faxes].

2 In the [Printers] folder, right-click the printer icon for your printer → click [Printing Preferences].



Accessing the Printer Properties Dialog Box from the Printers Folder

You can set up the printer configuration in the printer properties dialog box.

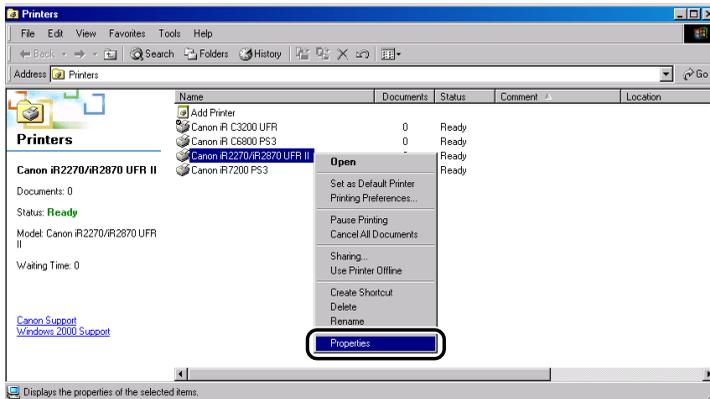
There are additional options (reflected in additional tabs/sheets) if you are accessing the printer properties dialog box from the [Printers] folder. This method should be used when setting the configuration for the first time.

1 On the [Start] menu, point to [Settings] → click [Printers].

NOTE

- If you are using Windows XP Professional/Server 2003, on the [Start] menu, click [Printers and Faxes].
- If you are using Windows XP Home Edition, on the [Start] menu, click [Control Panel] → [Printers and Other Hardware] → [Printers and Faxes].

2 In the [Printers] folder, right-click the printer icon for your printer → click [Properties].



Using Profiles for Printing

This section describes what a profile is, how to select a profile, and how to add or edit profiles.

What Is a Profile?

Various printer driver settings are saved as profiles. You can also save printer driver settings that you frequently use as profiles. If you select a profile, the document is printed with the saved settings.

Selecting a Profile for Printing

If you select a profile, the document is printed with the settings of the selected profile.

 **NOTE**

For Windows 2000/XP/Server 2003, you can select a profile only if [Allow Profile Selection] is selected in the [Profile] sheet in the printer properties dialog box.

-
- 1** From the printer properties dialog box, display either the [Page Setup], [Finishing], [Paper Source], or [Quality] sheets.
 - 2** Select the profile you want from [Profile].
 - 3** Click [OK].

Adding or Editing Profiles

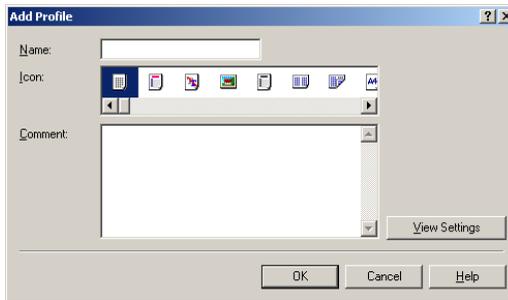
You can add your own profiles, or edit the names, icons, or comments of the customized profiles. To add or edit profiles, follow the procedure below.

NOTE

For Windows 2000/XP/Server 2003, this option is available if [Allow Setting Edition] is selected in the [Profile] sheet in the printer properties dialog box.

- 1** From the printer properties dialog box, specify the printer driver settings for the customized profile in the [Page Setup], [Finishing], [Paper Source], and [Quality] sheets.
- 2** Click  (Add Profile) or  (Edit Profile) at the right of [Profile].

The [Add Profile] or [Edit Profile] dialog box opens.



- 3** Specify the name, icon, and a comment of the profile → click [OK].

Adding or Editing Profiles in the Profile Sheet (Windows 2000/XP/Server 2003)

Profiles specified in the printer properties dialog

4 Click [Add] or [Edit].

The [Add/Edit Profile] dialog box opens.



5 Specify the settings for the profile in the [Page Setup], [Finishing], [Paper Source], and [Quality] sheets.

6 Display the [Attribution] sheet.

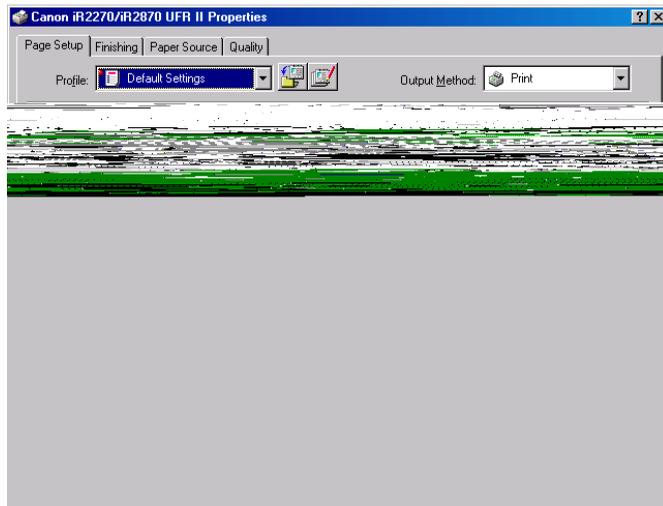
7 Specify the name, icon, and a comment of the profile → click [OK].

Scaling a Document

There are two methods for scaling a document: select the output size of the document to scale it automatically, or specify the scaling value manually.

Scaling a Document Automatically

- 1 From the printer properties dialog box, display the [Page Setup] sheet.



- 2 Select the page size from [Page Size].
If this driver setting is inaccessible from the application software, click [Printer Settings] or [Page Settings] (depending on the application software) on the [File] menu to specify the page size.
- 3 Select the actual paper size to print on from [Output Size].

4 Click [OK].

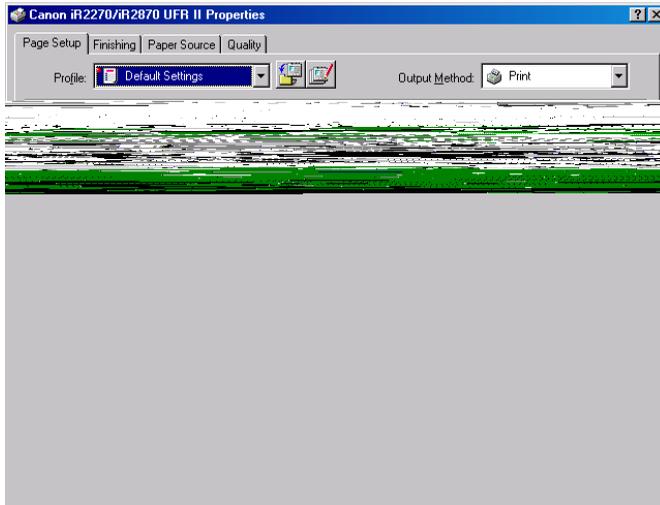
The scaling is set automatically according to the sizes specified in [Page Size] and [Output Size].

NOTE

If the value is less than 25% or more than 200%, the document is printed without scaling on the paper specified in [Output Size].

Scaling a Document Manually

1 From the printer properties dialog box, display the [Page Setup] sheet.



2 Select the page size from [Page Size].

If this driver setting is inaccessible from the application software, click [Printer Settings] or [Page Settings] (depending on the application software) on the [File] menu to specify the page size.

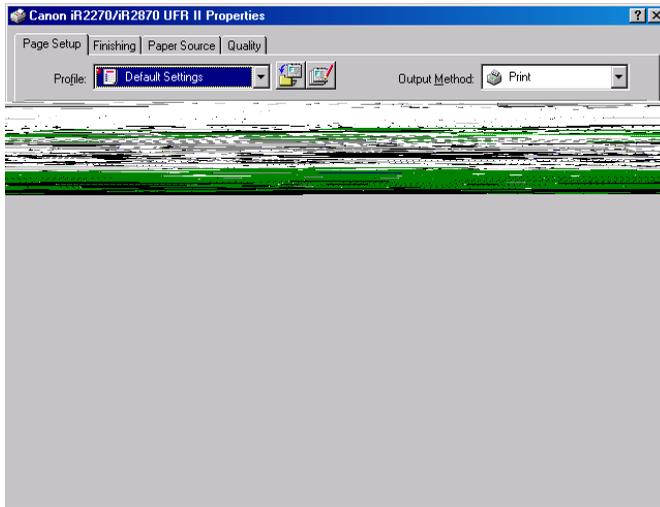
3 Select the actual paper size to print on from [Output Size].

- 4** Select [Manual Scaling] → specify the desired scaling value from 25% to 200%.
- 5** Click [OK].

Printing Multiple Pages on One Sheet

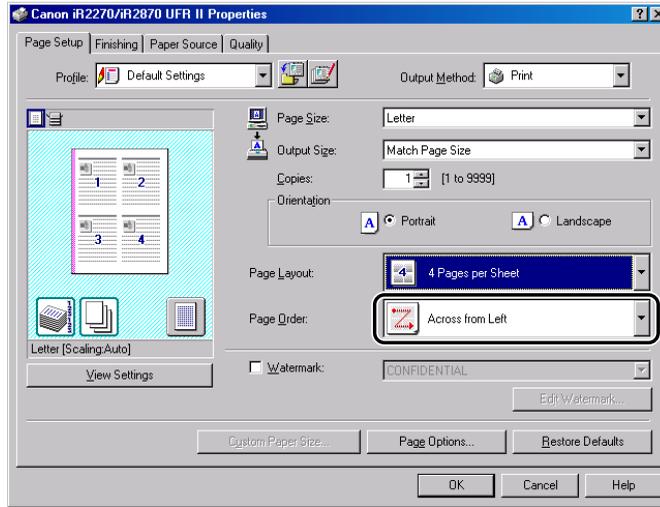
Multiple pages can be printed on one sheet of paper. The number of document pages which can be printed on one sheet of paper is 2, 4, 6, 8, 9, or 16.

- 1 From the printer properties dialog box, display the [Page Setup] sheet.



- 2 Select the required page layout from [Page Layout].

3 Select the required page order layout from [Page Order].



4 Click [OK].

Two-Sided Printing

Two-sided printing prints a document on both sides of the paper.

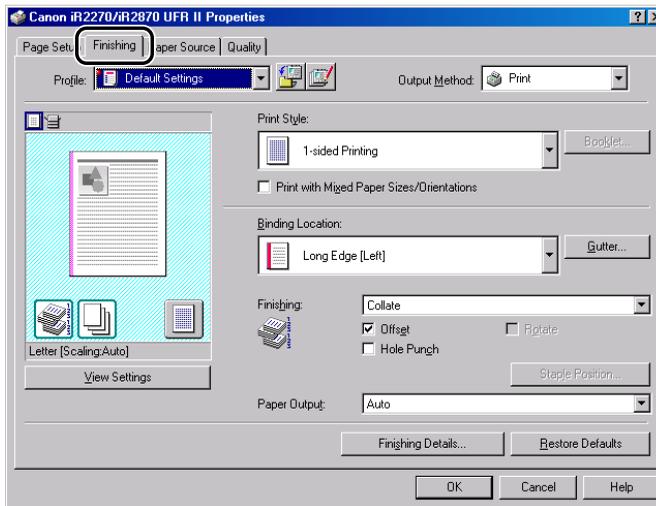


NOTE

For the iR2016 and iR2020, two-sided printing is available only when a Duplex Unit is attached to the printer.

3

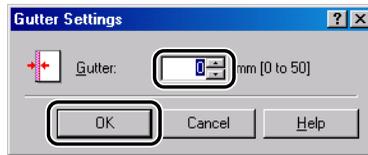
- 1 From the printer properties dialog box, click the [Finishing] tab.



- 2 Select [2-sided Printing] from [Print Style].
- 3 Select the required binding edge for the paper printout from [Binding Location].

If the [Binding Location] option is selected, the document and margins are positioned correctly on the pages for two-sided printing.

- 4** If you want to set the gutter width, click [Gutter] to open the [Gutter Settings] dialog box → specify the value in [Gutter] → click [OK].



If you do not set the gutter width, proceed to step 5.

- 5** Click [OK] in the [Finishing] sheet.

Specifying the Finishing Options

This section describes how to select a finishing option and how to use Booklet Printing.

Selecting a Finishing Option

The various options in the [Finishing] sheet enable you to select the most appropriate tray or bin output method for each document.

Selecting the Output Option

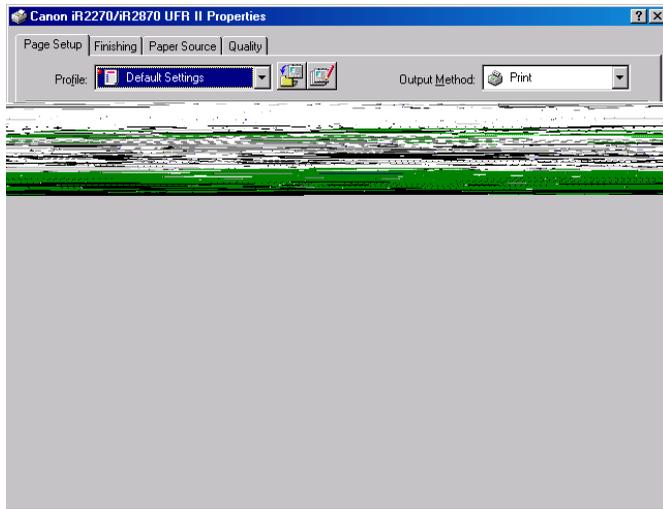
The available output options are:

Off	Outputs the printed document without any finishing.
Collate	Outputs sorted copies of the document in correct binding order into the output tray.
Group	Outputs document pages in groups into the output tray.
Staple & Collate	Outputs sorted and stapled copies of the document into the output tray.
Staple & Group	Outputs document pages in stapled batches into the output tray.

NOTE

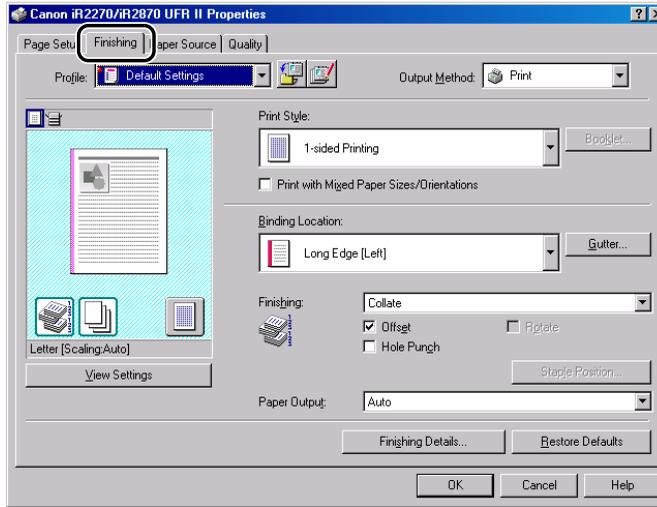
- *The available finishing options vary, depending on the printer model you use or output options attached to the printer.*
- *When a collate option is available in the [Print] dialog box of the application software, the Collate option setting of the printer driver has priority, regardless of the same setting in the application software. However, in some application software, output is collated when the collate option is selected in the application software even if the Collate option is not selected in the printer driver.*
- *To output document pages using the Group option, you must select [Group] in the printer driver, regardless of a group option setting in the [Print] dialog box of the application software.*

- 1 From the printer properties dialog box, display the [Page Setup] sheet.



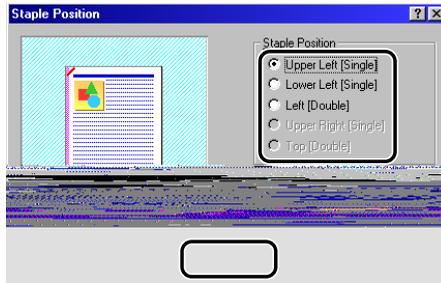
- 2 Specify the number of copies to print in [Copies].

3 Click the [Finishing] tab.



4 Select a finishing option, such as [Collate], [Group], [Staple & Collate], or [Staple & Group], under [Finishing].

5 If you selected [Staple & Collate] or [Staple & Group], click [Staple Position] → specify the position to staple in the [Staple Position] dialog box → click [OK].



If you did not select [Staple & Collate] or [Staple & Group], proceed to step 6.

NOTE

Depending on the printer you are using, the staple position cannot be specified.

6 Select [Rotate] if you want to output copies of a document turned at a 90 degree angle for each copy.

If you do not use this option, proceed to step 7.



NOTE

Rotate is available only if a finisher or a saddle finisher is not attached to the printer.

7 Click [OK] in the [Finishing] sheet.

Booklet Printing

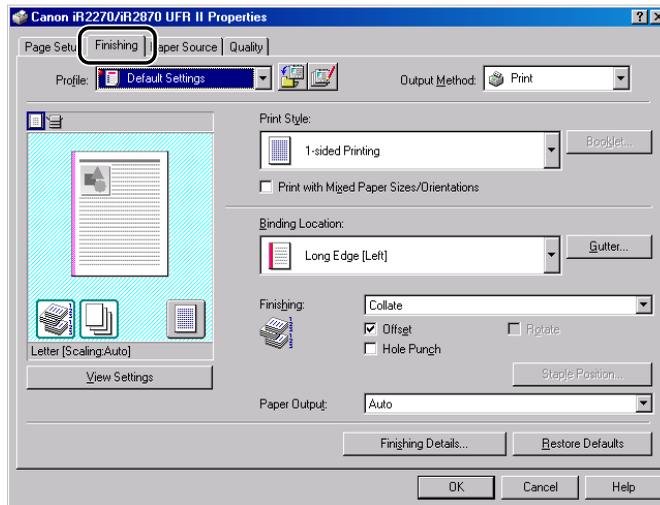
Booklet Printing enables you to print the pages of a document as a booklet.



NOTE

For the iR2016, iR2020, iR2230, iR2830, iR3530, iR4530, and LBP3460, under Windows 2000/XP/Server 2003, Booklet Printing is not available if [Disabled] is selected for [Spooling at Host] in the [Device Settings] sheet.

1 From the printer properties dialog box, click the [Finishing] tab.



2 Select [Booklet Printing] from [Print Style].

3 Select [Saddle Stitch] if you want to saddle stitch the booklet.

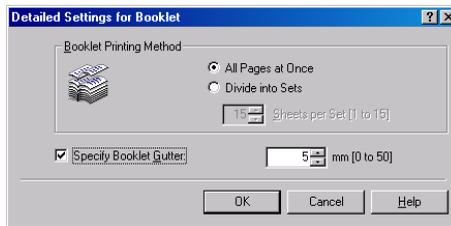
If you do not use this option, proceed to step 4.

NOTE

- Saddle stitching is the process of folding several sheets in half and stapling them at the spine to form a multi-paged booklet or publication.
- Saddle stitch printing is available only if a saddle finisher is attached to the printer.
- Saddle stitch printing is not available for the iR2016, iR2020, iR2230, iR2830, iR3530, iR4530, and LBP3460.

4 Click [Booklet].

The [Detailed Settings for Booklet] dialog box opens.



5 Specify the detailed settings → click [OK].

6 Click [OK] in the [Finishing] sheet.

NOTE

You can use different paper for the cover page of the booklet. Select [Different for Cover and Others] under [Paper Selection] in the [Paper Source] sheet → specify the paper source for the cover page and body pages of the document (see "Printing the Cover and Body Pages of a Booklet from Different Paper Sources," on p. 3-29).

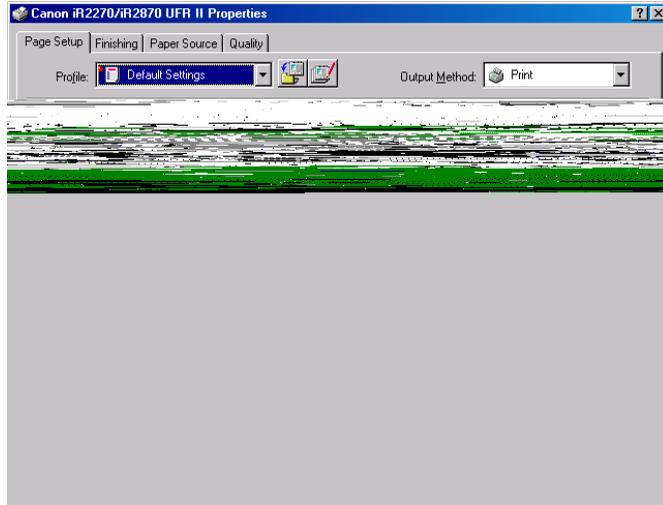
Printing with Mixed Paper Sizes

You can print a document correctly oriented for stapling consisting of mixed paper sizes, such as A4 and A3, or Letter and 11x17.

 **NOTE**

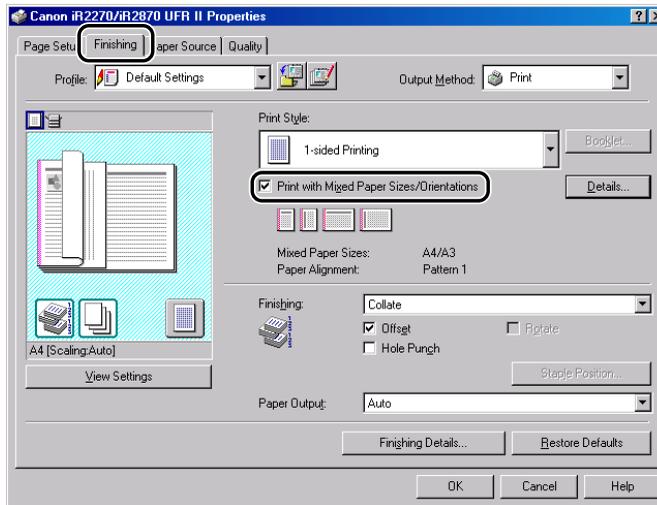
This option is not available for the LBP3460.

- 1** From the printer properties dialog box, display the [Page Setup] sheet.



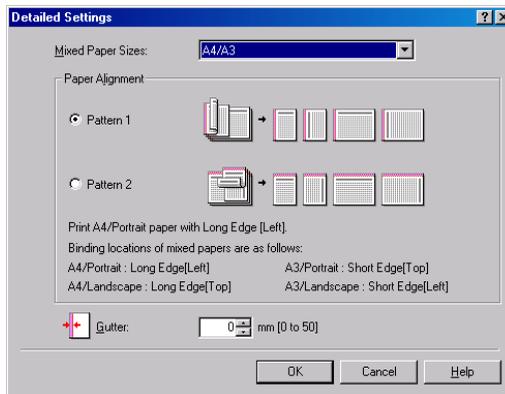
- 2** Specify the page size of the first page of the document from [Page Size].

- 3** Click the [Finishing] tab → select [Print with Mixed Paper Sizes/Orientations].



- 4** Click [Details].

The [Detailed Settings] dialog box opens.



5 Select the combination of mixed paper sizes from [Mixed Paper Sizes].

A list of paper size combinations based on the paper size specified in [Page Size] in the [Page Setup] sheet is displayed in the drop-down list box.

6 Select the pattern of the print orientation and binding location for the combined paper sizes under [Paper Alignment].

7 Specify the gutter width in [Gutter].

8 Click [OK].

The [Detailed Settings] dialog box closes.

9 Select the required options such as [Staple & Collate] or [Offset], under [Finishing] in the [Finishing] sheet.

10 Click [OK].

Specifying the Paper Source

The [Paper Source] sheet enables you to specify the settings for the paper source.

The type of paper and loading method can be set under [Paper Selection].

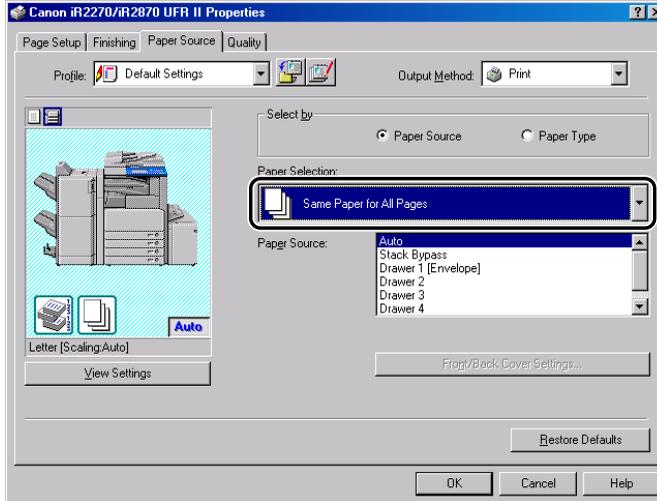
Use the Paper Selection setting to specify whether to print all the pages from one paper source or to print the pages from different paper sources.

NOTE

For printers other than the LBP3460, you can also specify whether the paper loading method is according to paper source or paper type. To specify the paper loading method, select [Paper Source] or [Paper Type] under [Select by] in the [Paper Source] sheet.

Printing All the Pages from the Same Paper Source

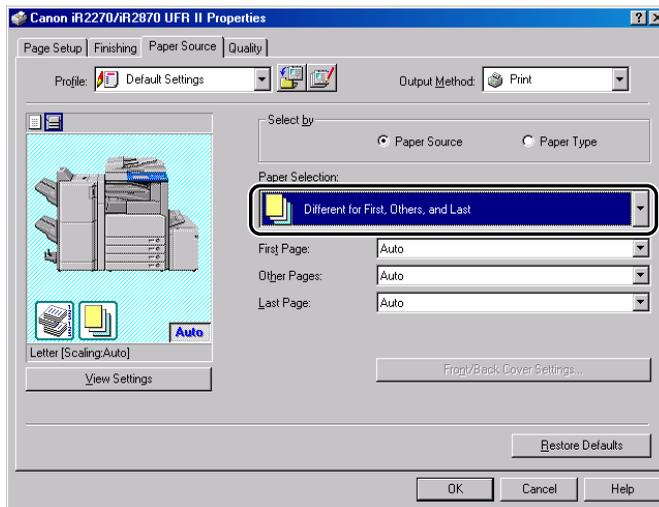
- 1 From the printer properties dialog box, click the [Paper Source] tab.
- 2 Select [Same Paper for All Pages] from [Paper Selection].



- 3 Select the paper source required from [Paper Source].
- 4 Click [OK].

Printing the First, Body, and Last Pages from Different Paper Sources

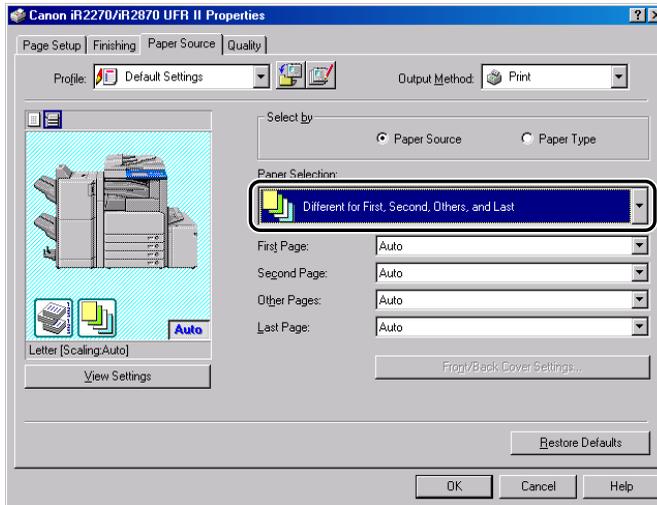
- 1 From the printer properties dialog box, click the [Paper Source] tab.
- 2 Select [Different for First, Others, and Last] from [Paper Selection].



- 3 Select the paper sources required for the first, body, and last pages from [First Page], [Other Pages], and [Last Page].
- 4 Click [OK].

Printing the First, Second, Body, and Last Pages from Different Paper Sources

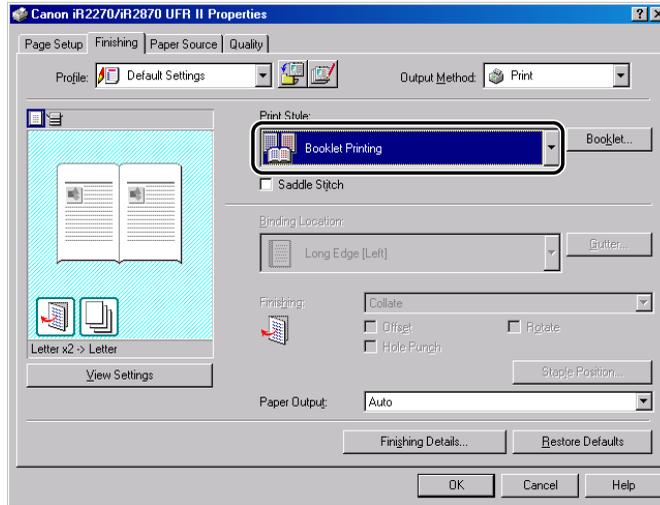
- 1 From the printer properties dialog box, click the [Paper Source] tab.
- 2 Select [Different for First, Second, Others, and Last] from [Paper Selection].



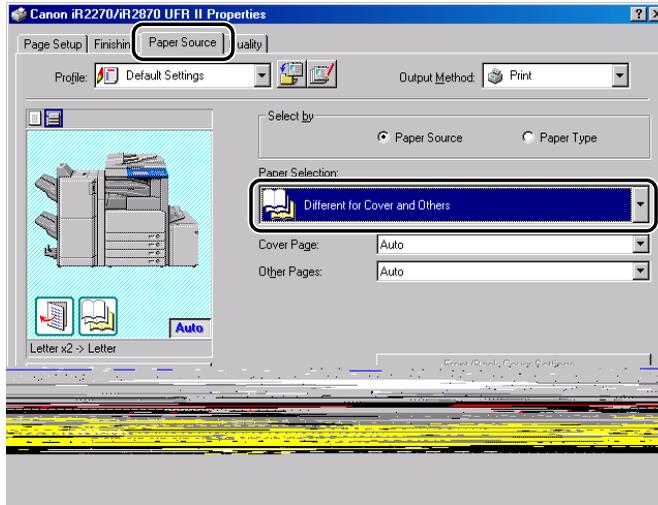
- 3 Select the paper sources required for the first, second, body, and last pages from [First Page], [Second Page], [Other Pages], and [Last Page].
- 4 Click [OK].

Printing the Cover and Body Pages of a Booklet from Different Paper Sources

- 1 From the printer properties dialog box, click the [Finishing] tab.
- 2 Select [Booklet Printing] from [Print Style].



- 3 Click the [Paper Source] tab → select [Different for Cover and Others] from [Paper Selection].



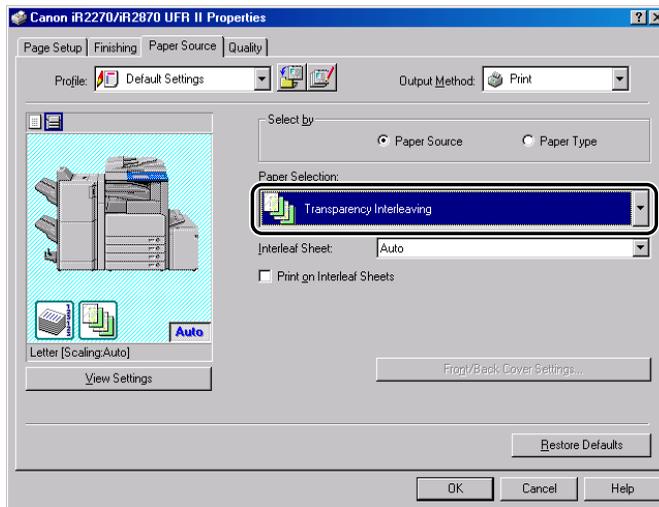
- 4 Select the paper sources required for the cover and body pages from [Cover Page] and [Other Pages].
- 5 Click [OK].

Printing on Transparencies

 **NOTE**

This option is not available for the iR2016 and iR2020.

- 1** From the printer properties dialog box, click the [Paper Source] tab.
- 2** Select [Transparency Interleaving] from [Paper Selection].



- 3** Select the paper source required for the interleaf sheets from [Transparencies] and [Interleaf Sheet].
- 4** Select [Print on Interleaf Sheets] if you want to print the same data on the interleaving and transparencies.
- 5** Click [OK].

Using Cover or Sheet Insertion Options

You can add front and back covers, sheet insertions, or chapter pages to the document using a paper source different from that used for body pages. You can also insert tab paper into the document.

Adding Front or Back Covers to the Document

You can add front and back covers to documents when printing. Also, you can specify on which side of the front or back covers to print, separately.



NOTE

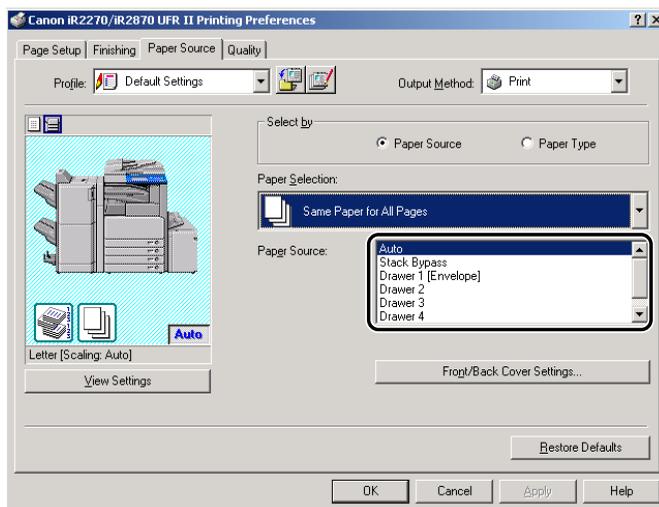
- *This option is not available for the iR2016, iR2020, and LBP3460.*
- *If [Group] or [Rotate] is selected for [Finishing] in the [Finishing] sheet, or [Disabled] is selected for [Spooling at Host] in the [Device Settings] sheet, this option is not available.*
- *If [Store] is selected for [Output Method], this option may not be available depending on the printer model or the controller version of the printer.*

1 From the printer properties dialog box, click the [Paper Source] tab.

2 Specify the paper source or paper type for the body pages of the document.

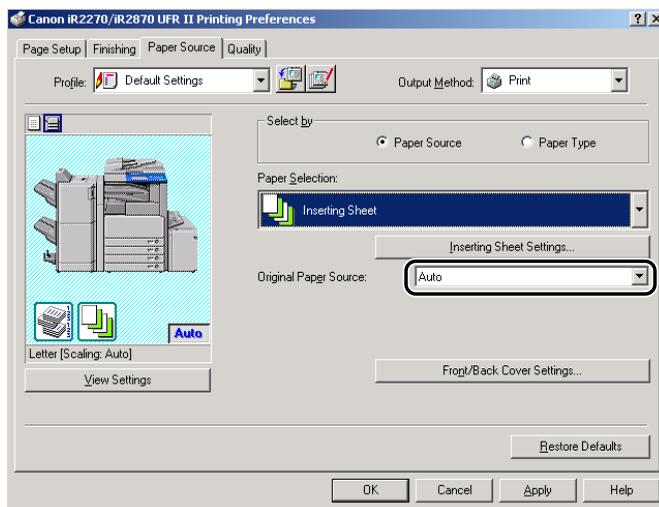
- **If you want to use the same type of paper for all body pages:**
 - Select [Same Paper for All Pages] from [Paper Selection].

- ❑ Select the paper source from [Paper Source] or [Paper Type].



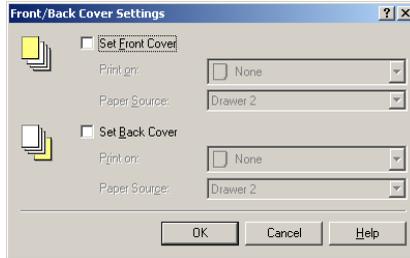
- If you want to insert sheets into body pages for separation:

- ❑ Select [Inserting Sheet] from [Paper Selection].
- ❑ Select the paper source from [Original Paper Source] or [Original Paper Type].



3 Click [Front/Back Cover Settings].

The [Front/Back Cover Settings] dialog box opens.



4 Select [Set Front Cover] and [Set Back Cover] to add front and back covers.

You can select either or both.

5 Select the side of paper to print on from [Print on].

6 Select the paper source for front and back covers from [Paper Source].

7 Click [OK].

The [Front/Back Cover Settings] dialog box closes.

8 Click [OK].

Inserting Sheets into the Document

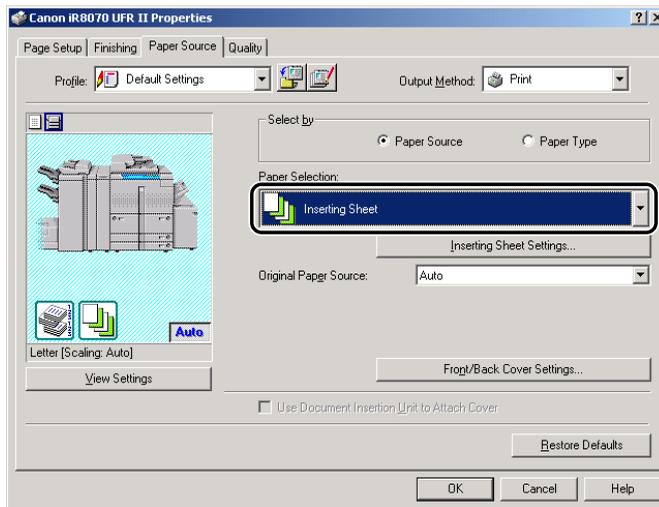
You can insert blank sheets into documents for clearer distinction among sections, or insert sheets to use as chapter pages, which are useful to separate the document into chapters. You can also print on the inserted sheets.

NOTE

- This option is not available for the iR2016, iR2020, and LBP3460.
- Depending on the printer and operating system you are using, up to 20 or 100 inserted sheets or chapter pages can be inserted into one document.
- If [Group] or [Rotate] is selected for [Finishing] in the [Finishing] sheet, or [Disabled] is selected for [Spooling at Host] in the [Device Settings] sheet, this option is not available.
- If [Store] is selected for [Output Method], this option may not be available depending on the printer model or the controller version of the printer.

1 From the printer properties dialog box, click the [Paper Source] tab.

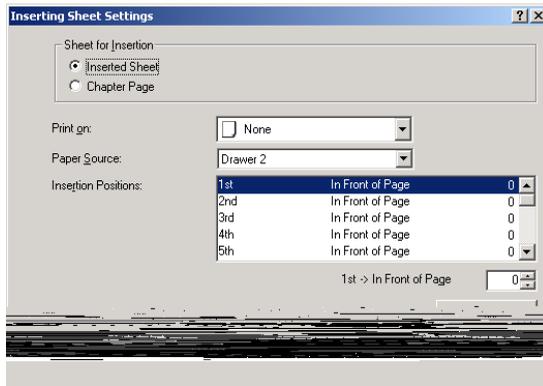
2 Select [Inserting Sheet] from [Paper Selection].



3 Select the paper source or paper type for the body pages of the document from [Original Paper Source] or [Original Paper Type].

4 Click [Inserting Sheet Settings].

The [Inserting Sheet Settings] dialog box opens.



5 Select either [Inserted Sheet] or [Chapter Page] for [Sheet for Insertion] to specify the type of inserted sheets.

6 Select the side of paper to print on from [Print on].



Chapter pages can be printed only on the front side of the page. Blank sheets cannot be inserted as chapter pages

7 Select the paper source for inserted sheets or chapter pages from [Paper Source].

8 Select [1st] from [Insertion Positions] → specify the page number to determine where the first inserted sheet or chapter page is to be placed in the document → click [Done].

9 In the same way, specify the settings for subsequent inserted sheets or chapter pages.



NOTE

- If the sequence number of the inserted sheets or chapter pages differs from that of the insertion positions, an ascending sequence is applied after clicking [Done].
- The available range for the insertion position is from pages 2 to 999.

10 Click [OK].

The [Inserting Sheet Settings] dialog box closes.

11 Click [OK].



NOTE

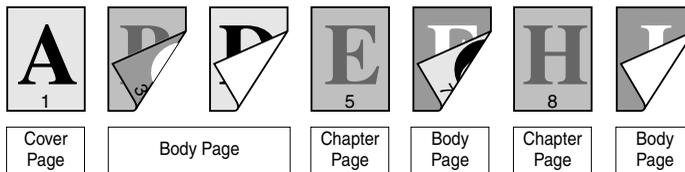
For example, making the following settings for a nine page document results in the output shown below:

- Front cover page is printed on the front side
- Pages 5 and 8 are specified as chapter pages
- [2-sided Printing] is specified for body pages

Nine Page Document



Output Result



Inserting Tab Paper

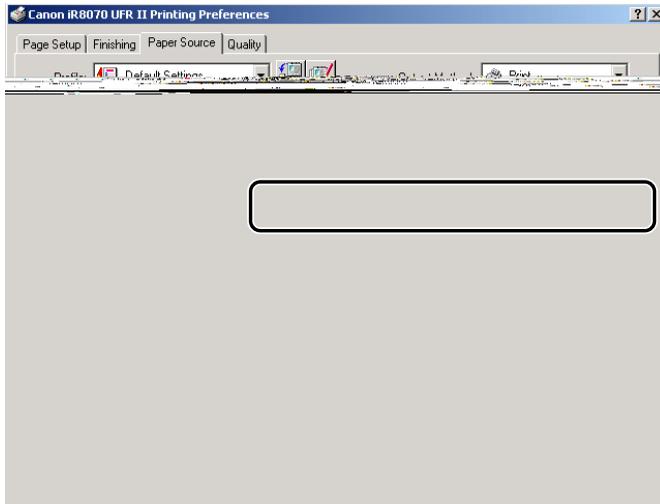
You can print on the tab part of tab paper. You can also insert tab paper into a document.

NOTE

- This option is available for the iR C5870, iR 5870C, iR C6870, iR 6870C, iR105+, iR6570/5570, iR8070, iR85+, and iR9070.
- Depending on the printer and operating system you are using, up to 20 or 100 sheets of tab paper can be inserted into one document.
- If [Group] or [Rotate] is selected for [Finishing] in the [Finishing] sheet, or [Disabled] is selected for [Spooling at Host] in the [Device Settings] sheet, this option is not available.

3

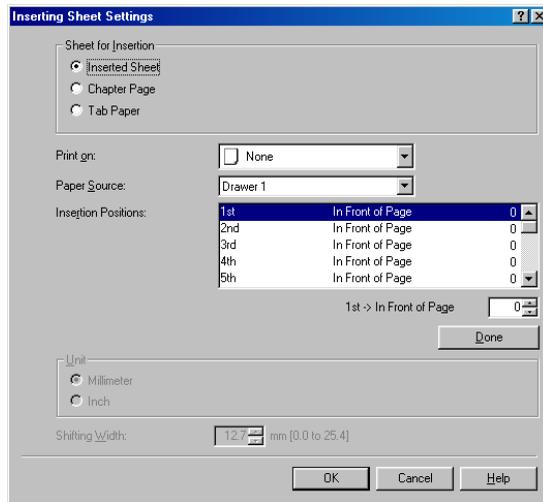
- 1** From the printer properties dialog box, click the [Paper Source] tab.
- 2** Select [Inserting Sheet] from [Paper Selection].



- 3** Select the paper source or paper type for the body pages of the document from [Original Paper Source] or [Original Paper Type].

4 Click [Inserting Sheet Settings].

The [Inserting Sheet Settings] dialog box opens.



5 Select [Tab Paper] from [Sheet for Insertion].



NOTE

For the iR C5870, iR 5870C, iR C6870, and iR 6870C, also select the type of tab paper from the list box to the right of [Sheet for Insertion].

6 Select the paper source for the tab paper from [Paper Source].

7 Select [1st] from [Insertion Positions] → specify the page number to determine where the first tab paper sheet is to be placed in the document → click [Done].

8 In the same way, specify the settings for subsequent tab paper sheets.



NOTE

- If the sequence number of the tab paper differs from that of the insertion positions, ascending sequence is applied after clicking [Done].
- The available range for the insertion position is from pages 1 to 999.

- 9 Specify the width to shift the image to be printed on the tab part of the paper in [Shifting Width].

**NOTE**

You can change the unit used to specify the shift width (millimeters or inches).

- 10 Click [OK].

The [Inserting Sheet Settings] dialog box closes.

- 11 Click [OK].

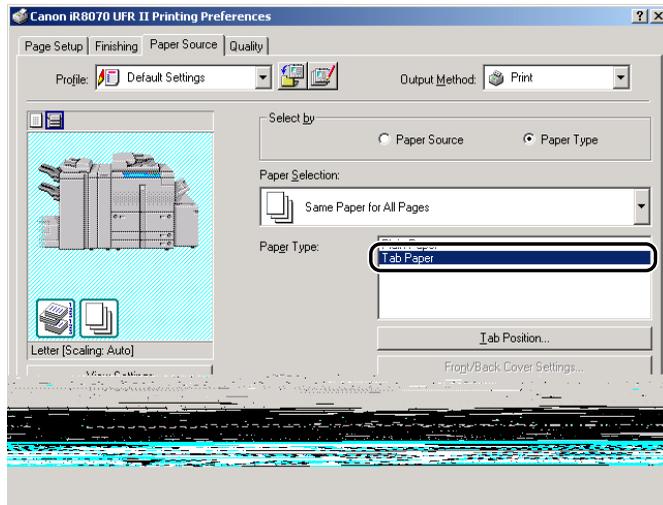
Creating Tabs

**NOTE**

- This option is available for the iR C5870, iR 5870C, iR C6870, iR 6870C, iR105+, iR6570/5570, iR8070, iR85+, and iR9070.
- If [Group] or [Rotate] is selected for [Finishing] in the [Finishing] sheet, this option is not available.
- Before creating tab paper, open the printer properties dialog box from the [Printers] folder → click [Form to Tray Assignment] on the [Device Settings] sheet → select [Tab Paper] from [Paper Type] in the [Form to Tray Assignment] dialog box.

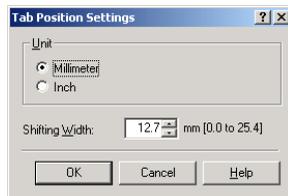
- 1 From the printer properties dialog box, click the [Paper Source] tab.

- 2 Select [Paper Type] from [Select by] → select [Tab Paper] from [Paper Type].



- 3 Click [Tab Position].

The [Tab Position Settings] dialog box opens.



- 4 Specify the width to shift the image to be printed on the tab part of the paper in [Shifting Width].



NOTE

You can change the unit used to specify the shift width (millimeters or inches).

- 5 Click [OK].

The [Tab Position Settings] dialog box closes.

6 Click [OK].

Printing on Custom Paper

This section describes how to print on nonstandard paper. If you register a paper size as a custom paper size, you will be able to select the registered custom paper size from [Page Size] or [Output Size] in the [Page Setup] sheet when printing a document.



IMPORTANT

Before printing on local standard paper, make sure the printer is set to print on the desired paper size.

Registering Custom Paper

1 On the [Start] menu, point to [Settings] → click [Printers].

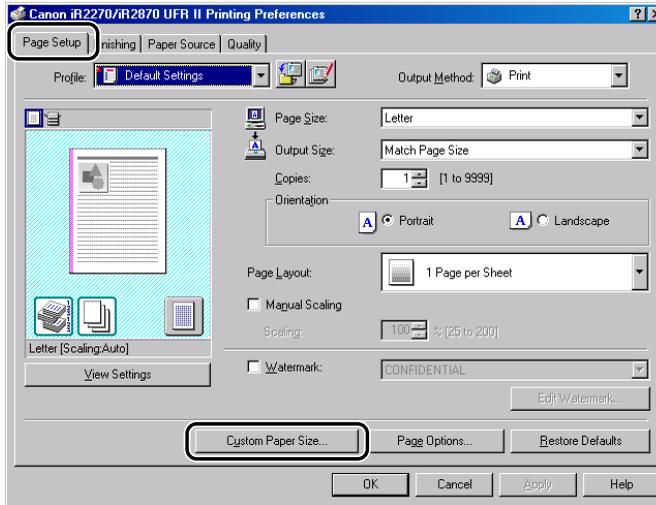


NOTE

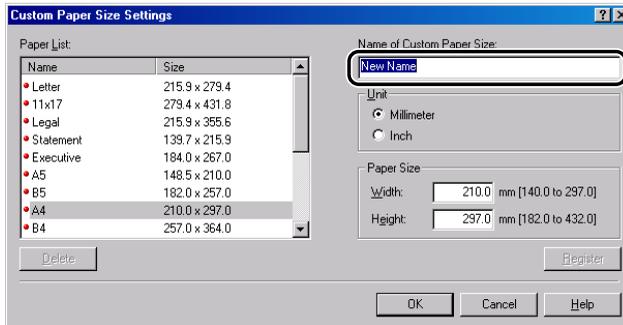
- If you are using Windows XP Professional/Server 2003, on the [Start] menu, click [Printers and Faxes].
- If you are using Windows XP Home Edition, on the [Start] menu, click [Control Panel] → [Printers and Other Hardware] → [Printers and Faxes].

2 In the [Printers] folder, right-click the printer icon for your printer → click [Properties] (Windows 98/Me) or [Printing Preferences] (Windows 2000/XP/Server 2003).

- 3** In the printer properties dialog box, click the [Page Setup] tab → click [Custom Paper Size].



- 4** Enter a custom paper name in [Name of Custom Paper Size].



- 5** Select the unit of measurement to specify the paper size for [Unit] → specify the height and width for [Height] and [Width].

NOTE

Enter the values for the height and width of the paper size in portrait orientation, where the height should be longer than the width.

6 Click [Register] → click [OK] in the [Custom Paper Size Settings] dialog box.

7 Click [OK] in the printer properties dialog box.



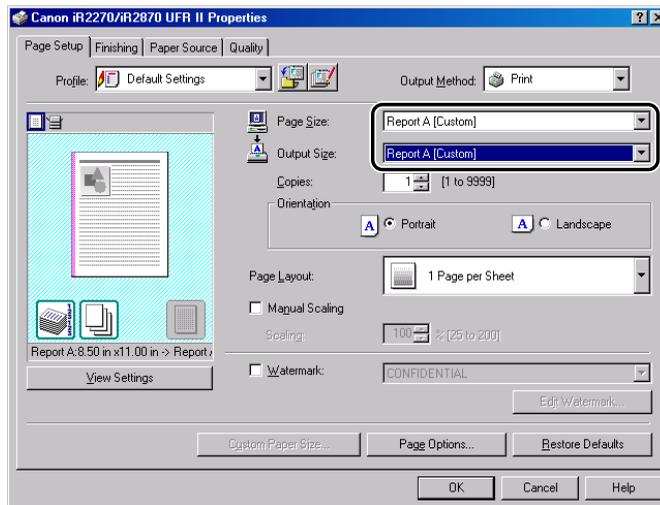
NOTE

- For Windows 2000/XP/Server 2003, the custom paper sizes can be used with all printers installed on the computer you are using.
- For Windows 98/Me, you can register a maximum of 50 custom paper sizes.

Printing on Custom Paper

1 From the printer properties dialog box, display the [Page Setup] sheet.

2 Select the custom paper name you specified from [Page Size] and [Output Size].



3 Click [OK].

Printing on Local Standard Paper

You can use local standard paper, such as oficio or government letter paper, to print documents. In order to print on local standard paper, you need to specify the paper source for local standard paper in advance. Also, you need to register the local standard paper as custom paper (see "Registering Custom Paper," on p. 3-43, and "Printing on Custom Paper," on p. 3-45).

Specifying the Paper Source for Local Standard Paper

If the printer configuration has been set up automatically, the paper source for local standard paper has already been specified automatically.

If the printer configuration has not been set up automatically, follow the procedure below to specify the paper source for local standard paper.



NOTE

For the size and type of local standard paper supported by the printer you are using, see "Local Standard Paper Sizes List," on p. 5-9.

1 On the [Start] menu, point to [Settings] → click [Printers].

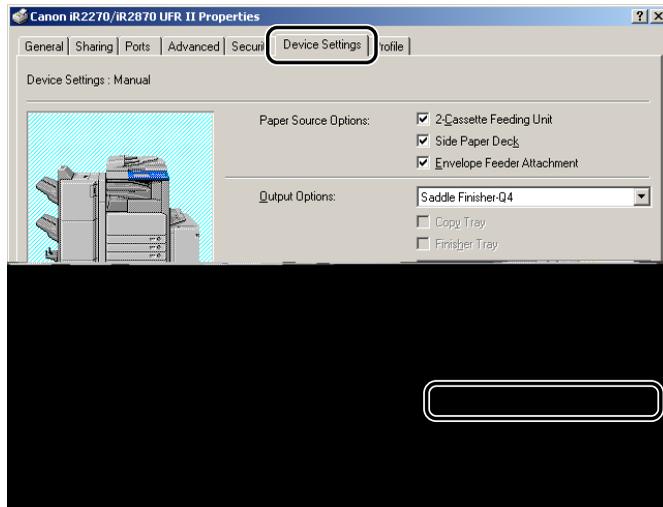


NOTE

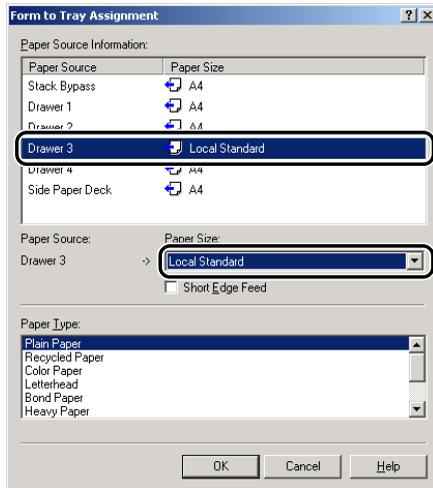
- *If you are using Windows XP Professional/Server 2003, on the [Start] menu, click [Printers and Faxes].*
- *If you are using Windows XP Home Edition, on the [Start] menu, click [Control Panel] → [Printers and Other Hardware] → [Printers and Faxes].*

2 In the [Printers] folder, right-click the printer icon for your printer → click [Properties].

- 3** In the printer properties dialog box, click the [Configuration] tab (Windows 98/Me) or [Device Settings] tab (Windows 2000/XP/Server 2003) → [Form to Tray Assignment].



- 4 From [Paper Source Information], select the paper source in which the local standard paper is loaded → select [Local Standard] from [Paper Size].



- 5 Click [OK] in the [Form to Tray Assignment] dialog box.

- 6 Click [OK] in the printer properties dialog box.

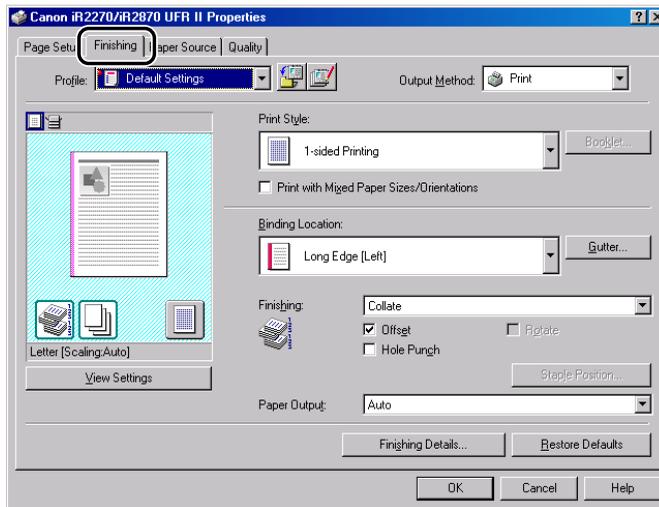
Printing a Banner Page with a Print Job

You can add a banner page to your document when it is printed. The banner page shows the user's login name, the time at which the job was printed, and the document file name.

 **NOTE**

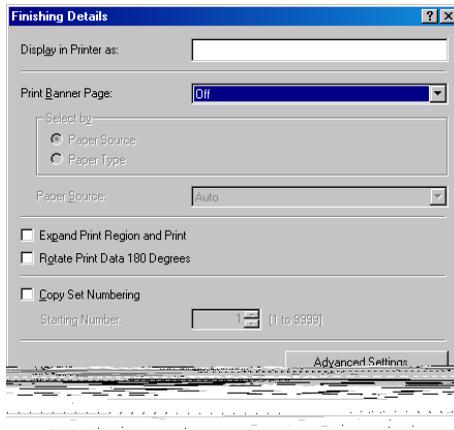
This option is not available for LBP3460.

1 From the printer properties dialog box, click the [Finishing] tab.



2 Click [Finishing Details].

The [Finishing Details] dialog box opens.



3 Select [Auto] for [Print Banner Page].

4 Select either [Paper Source] or [Paper Type] from [Select by], according to the paper supply method you want to use.

5 Specify the paper source or paper type to be used for the banner page → click [OK].

6 Click [OK] in the [Finishing] sheet.

NOTE

- A banner page will not be printed if [Booklet Printing] with the [Saddle Stitch] option is selected, if the print job is specified to be printed under Secured Print or stored in a User Inbox, or if you are creating a form file for Overlay Printing.
- Regardless of the number of copies that you are printing, only one banner page is output for each print job.
- A banner page is output together with the other pages of a print job to the same destination, but it will not be stapled even if the print job uses these options.
- Under Windows 2000/XP/Server 2003, this option is not available if [Disabled] is selected for [Spooling at Host] in the [Device Settings] sheet.

4

CHAPTER

Special Print Options

This chapter describes instructions for specifying the various special settings for printing a document.

Overlay Printing	4-2
What Is Overlay Printing?	4-2
Creating a Form File	4-2
Printing with an Overlay	4-5
Specifying the Print Quality	4-8
What Is an Objective?	4-8
Selecting and Editing an Objective	4-9
Sending Document Data to a User Inbox	4-12
Getting User Inbox Names	4-12
Sending a Document to a User Inbox	4-13
Secured Printing	4-15
Editing Multiple Print Documents Together	4-17
Promoting a Print Job	4-19
Job Accounting Feature	4-21
Job Accounting Overview	4-21
Specifying the ID and Password	4-22
Printing with Job Accounting (Windows 98/Me)	4-24
Printing with Job Accounting (Windows 2000/XP/Server 2003)	4-25
Specifying the Color and Grayscale Settings	4-27
About the Color and Grayscale Settings	4-27
Color Printing	4-27
Grayscale Printing	4-31

Overlay Printing

This section describes what Overlay Printing is, how to create a form file, and how to print with an Overlay.

What Is Overlay Printing?

Overlay Printing overlays text data onto a form file.

For example, if the format of a report or bill is created in application software as a form file, you can create a perfectly formatted document by overlaying a text data document onto the form file.

To perform Overlay Printing, form files are required. You can use Image data files for Form Composition stored in the printer.



NOTE

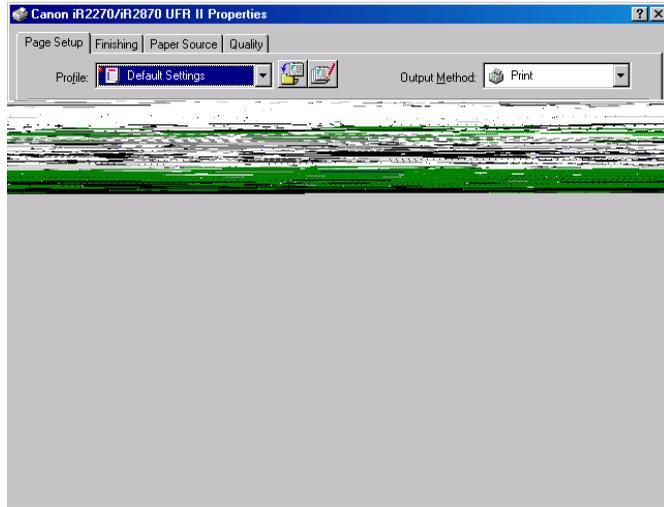
This option is not available for the iR2016, iR2020, iR2230, iR2830, iR3530, iR4530, and LBP3460.

Creating a Form File

To store an application created form file in the printer as a form file, follow the procedure below.

- 1** In the application software, prepare a document that you want to store as a form file.
- 2** Select [Print] → click [Properties] in the [Print] dialog box.

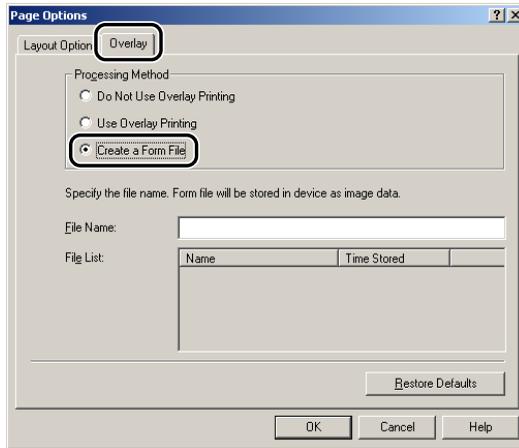
3 Display the [Page Setup] sheet.



4 Click [Page Options].

The [Page Options] dialog box opens.

- 5 Click the [Overlay] tab → select [Create a Form File] under [Processing Method].



- 6 Enter a file name in [File Name] → click [OK].

- 7 Click [OK] in the [Page Setup] sheet.

- 8 Click [OK] in the [Print] dialog box.

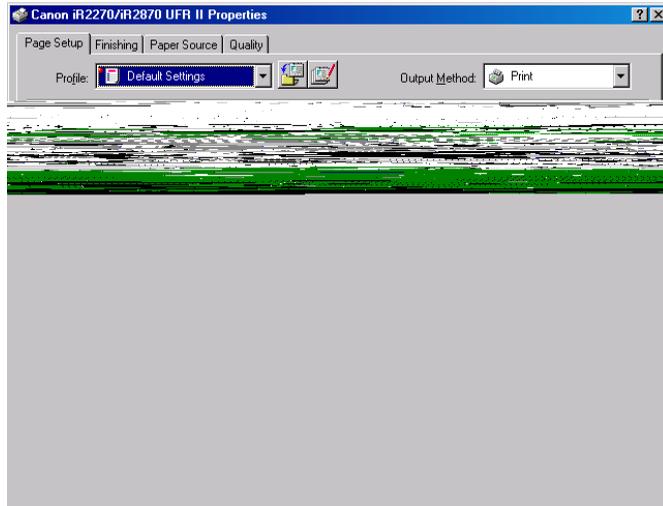
The document is now stored as a form file in the printer.

The form file does not print out at creation.

Printing with an Overlay

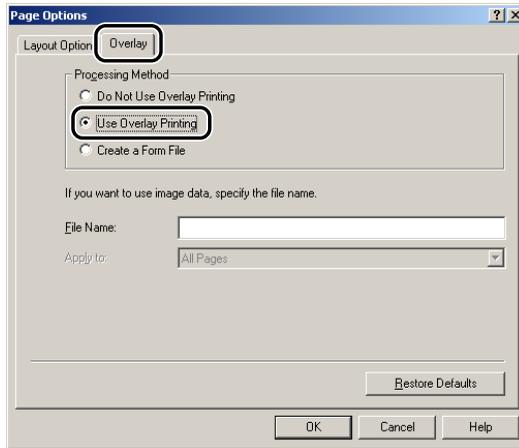
To print with an Overlay using a form file saved in the printer, follow the procedure below.

- 1** In the application software, select [Print].
- 2** Click [Properties] in the [Print] dialog box.
- 3** Display the [Page Setup] sheet.



- 4** Click [Page Options].
The [Page Options] dialog box opens.

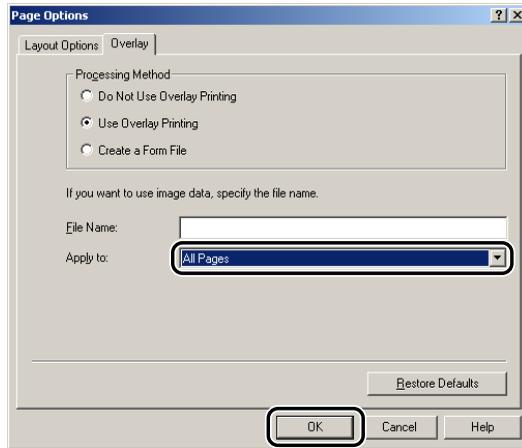
- 5** Click the [Overlay] tab → select [Use Overlay Printing] under [Processing Method].



- 6** Specify the form file name.

- **If you acquire the printer status successfully:**
 - When [File List] is displayed, select a form file.
- **If you cannot acquire the printer status:**
 - Enter a form file name in [File Name].

- 7** For 2-sided printing, select which pages of the document are to be overlaid with the form file from [Apply to] → click [OK].



- 8** Click [OK] in the [Page Setup] sheet.

- 9** Click [OK] in the [Print] dialog box.

The document is printed with the selected form file overlaid.

Specifying the Print Quality

The [Quality] sheet enables you to select print quality settings called Objectives.

What Is an Objective?

Objectives are print quality settings selected to give the best result for a particular type of print job.

The following Objectives are stored in the printer driver:

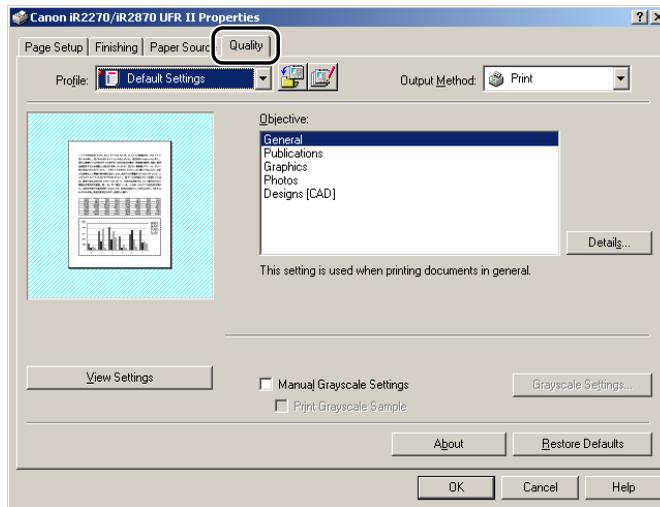
- General
- Publications
- Graphics
- Photos
- Designs [CAD]
- Other Settings

Selecting and Editing an Objective

You can select the Objective most suitable for your type of print job. You can also edit the settings of an Objective.

Selecting an Objective

- 1 From the printer properties dialog box, click the [Quality] tab.



- 2 Click the required Objective from [Objective].

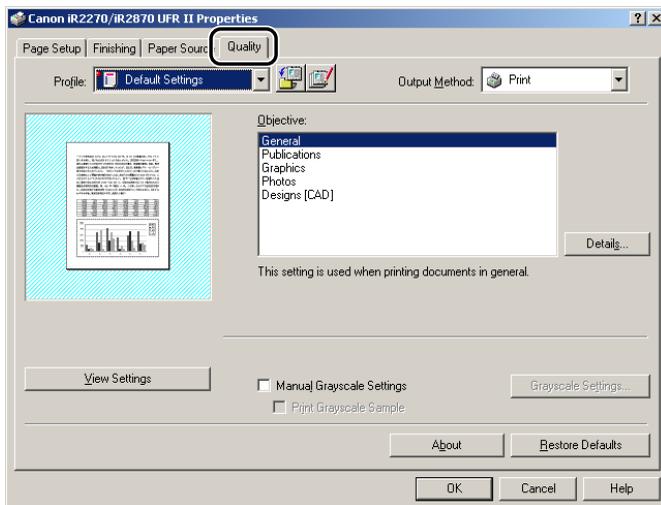


NOTE

An explanation of the selected Objective is displayed below the [Objective] list box. Use the information to decide which Objective to use.

Editing the Objective Settings

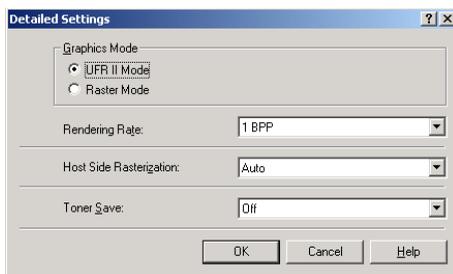
- 1 From the printer properties dialog box, click the [Quality] tab.



- 2 Select the [Objective] whose settings you want to change.

- 3 Click [Details].

The [Detailed Settings] dialog box opens.



4 Specify the new settings → click [OK].



NOTE

For the iR2016 and iR2020, you cannot set [Graphics Mode].

5 Click [OK] in the [Quality] sheet.

Sending Document Data to a User Inbox

Document data can be sent to a User Inbox on the machine (not available for the iR2016, iR2020, and LBP3460).

Getting User Inbox Names

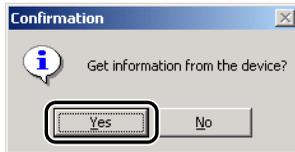
You can display User Inbox names registered in the machine.

To get User Inbox names automatically, follow the procedure below.

1 Click **[Get Device Status]** in the **[Device Settings]** sheet.

For the detailed procedure for getting the device status, see "Setting Up the Printer Configuration," on p. 2-39.

2 Click **[Yes]** in the message box.



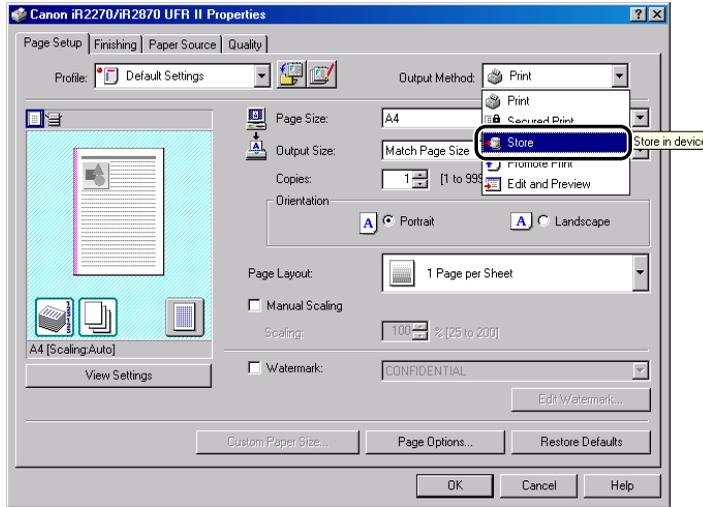
If this failed to get the device information, check the connections and settings.

Sending a Document to a User Inbox

After you have sent the document to a User Inbox, you can use the printer's control panel to output the document.

To send a document to a User Inbox, follow the procedure below.

- 1 From the printer properties dialog box, select [Store] from [Output Method] in the [Page Setup], [Finishing], [Paper Source], or [Quality] sheets.

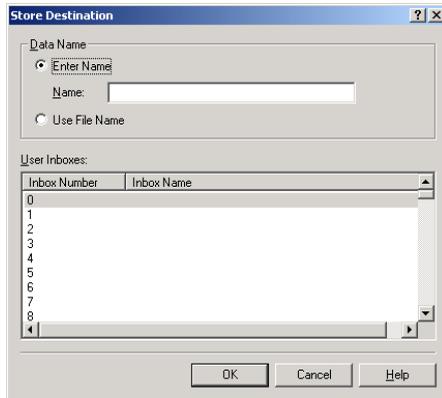


- 2 Click [OK] in the message box to switch to the Store mode.



3 Click (Store Destination) to open the [Store Destination] dialog box.

The [Store Destination] dialog box opens.



NOTE

If you close the [Store Destination] dialog box before you complete the operation for this box, the [Store Destination] icon appears in the top right corner of the dialog box. You can re-open the [Store Destination] dialog box by clicking this icon, or by repeating steps 1 and 2.

4 Specify the document name for the data to send to a User Inbox → specify a box number.

● If you want to save the data with a new name:

- Select [Enter Name] → enter the name for [Name].

● If you want to save the data with the same name as the document:

- Select [Use File Name].

NOTE

Depending on the printer you are using, you can send data to multiple user inboxes simultaneously.

5 Click [OK].

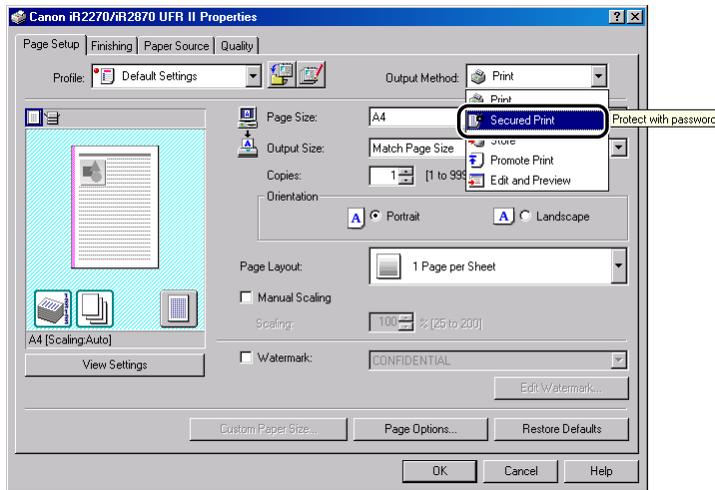
Secured Printing

Secured Printing saves a print job in the printer with a certain password and outputs it later only if the correct password is verified. This feature is useful when printing a confidential document.

 **NOTE**

Secured Printing is not available for the iR2016, iR2020, and LBP3460.

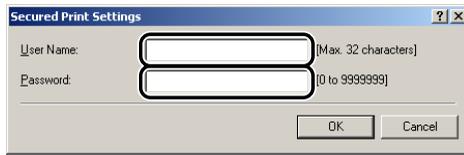
- 1** From the printer properties dialog box, select [Secured Print] from [Output Method] in the [Page Setup], [Finishing], [Paper Source], or [Quality] sheets.



- 2** Click [OK] in the message box to switch to the Secured Print mode.



- Click [] (Secured Print Settings) to open the [Secured Print Settings] dialog box → enter the user name and password for the current print job.



- Click [OK] in the [Secured Print Settings] dialog box.
- Click [OK] to close the printer properties dialog box → click [OK] in the [Print] dialog box.

The [Confirm Password] dialog box opens.

- Confirm the document name, user name, and password → click [OK] in the [Confirm Password] dialog box.



The print job is saved inside the printer under the specified user name and password.

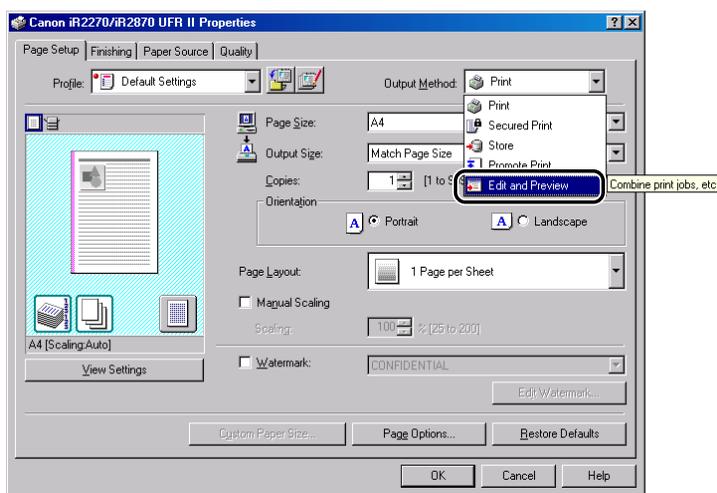
- On the printer's control panel or Remote UI, select the print job you want to print → enter the password.

The print job is output only if the correct password is entered.

Editing Multiple Print Documents Together

You can edit and print two or more documents created using different application software as a single document.

- 1 From the printer properties dialog box, select [Edit and Preview] from [Output Method] in the [Page Setup], [Finishing], [Paper Source], or [Quality] sheets.



- 2 Click [OK] in the message box to switch to the Edit and Preview mode.



3 Click [OK] to close the printer properties dialog box → click [OK] in the [Print] dialog box.

If the Edit and Preview mode is selected when printing a document, Canon PageComposer starts instead of outputting printed pages.

4 Repeat steps 1 to 3 for the other documents.

You can use Canon PageComposer to combine or change the order of two or more documents. For details about using Canon PageComposer, see the Canon PageComposer Help.

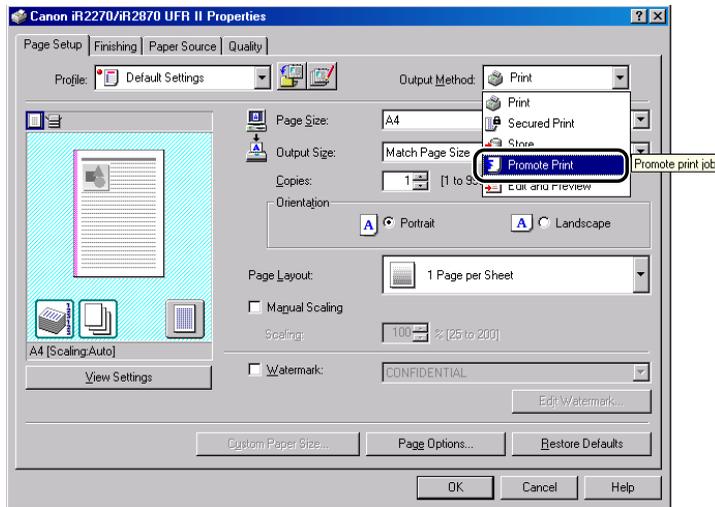
Promoting a Print Job

You can give the desired job top priority for printing over all other print jobs waiting in the print queue.

 **NOTE**

This option is not available for the iR2016, iR2020, and LBP3460.

- 1** From the printer properties dialog box, select [Promote Print] from [Output Method] in the [Page Setup], [Finishing], [Paper Source], or [Quality] sheets.



- 2 Click [OK] in the message box to switch to the Promote Print mode.



- 3 Click [OK] to close the printer properties dialog box → click [OK] in the [Print] dialog box.

Job Accounting Feature

This section describes Job Accounting, how to specify the ID and password for Job Accounting, and how to print with Job Accounting.

Job Accounting Overview

When printing a document, Job Accounting enables you to sum print totals for each department or user for management purposes, under an ID and a password assigned to each department or user.

A document will be printed only if the specified ID and password are verified as valid.

IMPORTANT

- *If you are using a shared printer in the Print Server (Point and Print) environment, it is necessary to install the Canon Driver Information Assist Service in the server PC in order to use the Job Accounting feature (see "Installing the Canon Driver Information Assist Service," on p. 2-29).*
- *If you are using a local printer (connected to an LPT port, USB port, etc.), you cannot use the Job Accounting feature.*
- *For the iR C2570, iR 2570C, iR C3170, iR 3170C, iR C5870, iR 5870C, iR C6870, and iR 6870C, while using Job Accounting, you can print grayscale documents without imposing Job Accounting by selecting the following:*
 - *[ON] for <Allow Black Printer Jobs> on the printer control panel.*
 - *[Do Not Use Job Accounting when B&W Printing] in the [Configuration] sheet (Windows 98/Me) or [Device Settings] sheet (Windows 2000/XP/Server 2003) of the printer driver.*
 - *[Black and White] for the [Color Mode] in the [Quality] sheet of the printer driver.*

Specifying the ID and Password

In order to print documents using the Job Accounting feature, follow the procedure below to specify the ID and password.

1 On the [Start] menu, point to [Settings] → click [Printers].

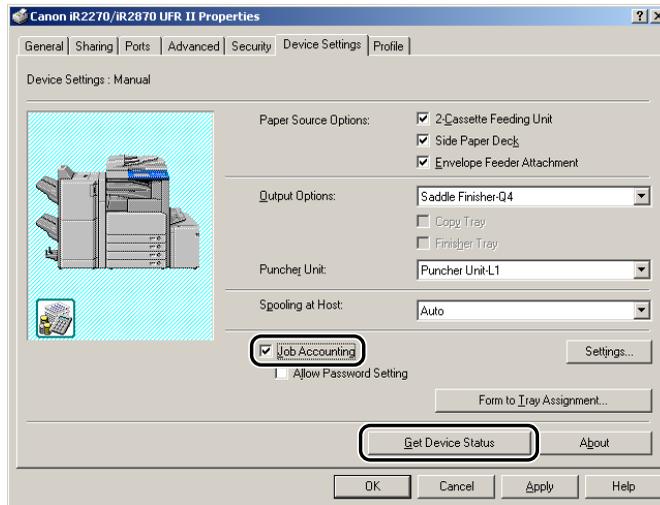


- If you are using Windows XP Professional/Server 2003, on the [Start] menu, click [Printers and Faxes].
- If you are using Windows XP Home Edition, on the [Start] menu, click [Control Panel] → [Printers and Other Hardware] → [Printers and Faxes].

2 In the [Printers] folder, right-click the printer icon for your printer → click [Properties].

3 In the printer properties dialog box, click the [Configuration] tab (Windows 98/Me) or [Device Settings] tab (Windows 2000/XP/Server 2003).

- 4** Click [Get Device Status] to confirm that [Job Accounting] is selected, or manually select [Job Accounting].



- 5** Click [Settings] to open the [ID/Password Settings] dialog box → enter the ID and password.



NOTE

- The ID and password can be changed when printing a document only if [Confirm ID/Password when Printing] is selected in the [ID/Password Settings] dialog box.
- For Windows 2000/XP/Server 2003, you can specify the password in the [ID/Password Settings] dialog box only if [Allow Password Setting] is selected in the [Device Settings] sheet.
- You can leave the password blank.

6 Click [Verify] to confirm that the specified ID and password are valid.

7 Click [OK].

Printing with Job Accounting (Windows 98/Me)

To print with Job Accounting, follow the procedure below.

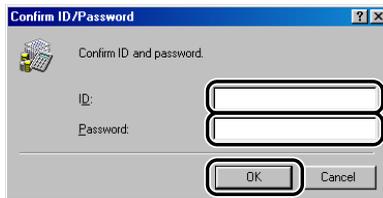
1 In the application software, select [Print].

2 Click [Properties] in the [Print] dialog box.

3 Specify the various settings in the printer properties dialog box.

4 Click [OK] to close the printer properties dialog box → click [OK] in the [Print] dialog box.

5 If the [Confirm ID/Password] dialog box opens, enter the ID and the password → click [OK].



The document is printed with the specified ID and password.

NOTE

- The [Confirm ID/Password] dialog box opens only if [Confirm ID/Password when Printing] is selected in the [ID/Password Settings] dialog box. Otherwise, the document is printed under the previously specified ID and password.
- You can leave the password blank.

Printing with Job Accounting (Windows 2000/XP/Server 2003)

The procedure for printing with Job Accounting differs depending on whether [Allow Password Setting] is selected in the [Device Settings] sheet.

With Allow Password Setting Selected

The password for Job Accounting can be specified in advance in the [ID/Password Settings] dialog box.

-
- 1** In the application software, select [Print].
 - 2** Click [Properties] in the [Print] dialog box.
 - 3** Specify the various settings in the printer properties dialog box.
 - 4** Click [OK] to close the printer properties dialog box → click [OK] in the [Print] dialog box.

The document is printed with the specified ID and password.

With Allow Password Setting Not Selected

The password for Job Accounting is not specified in the [ID/Password Settings] dialog box, so that you have to specify the password each time you print a document.

- 1** In the application software, select [Print].
- 2** Click [Properties] in the [Print] dialog box.
- 3** Specify the various settings in the printer properties dialog box.
- 4** Click [OK] to close the printer properties dialog box → click [OK] in the [Print] dialog box.
- 5** In the [Confirm ID/Password] dialog box, enter the password → change the ID if necessary.

**NOTE**

You can leave the password blank.

- 6** Click [OK].
The document is printed with the specified ID and password.

Specifying the Color and Grayscale Settings

Selecting an objective in the [Quality] sheet automatically sets the color or grayscale settings to suit the document that is to be printed. You can also set the desired color or grayscale settings manually.

This section describes the color or grayscale settings and how to specify the color and grayscale settings.

About the Color and Grayscale Settings

In the [Quality] sheet, selecting either [Auto Detect], [Color], or [Black and White] from [Color Mode] sets the desired color or grayscale settings for printing documents. To make the detailed color or grayscale settings, you can use the [Color Settings] or [Grayscale Settings] dialog box, containing the [Color Adjustment] or [Grayscale Adjustment], and [Matching] sheets.

The [Color Adjustment] or [Grayscale Adjustment] sheet enables you to specify the color intensity (for color printers), brightness, and contrast settings affecting a printed document. Use the grid on the right part of the sheet to make an adjustment. A default original image and an adjusted preview image are displayed on the left part of the sheet. Use them to check the result of the adjustment.

The [Matching] sheet enables you to specify the method of color matching or monitor profile when printing color documents.

Color Printing

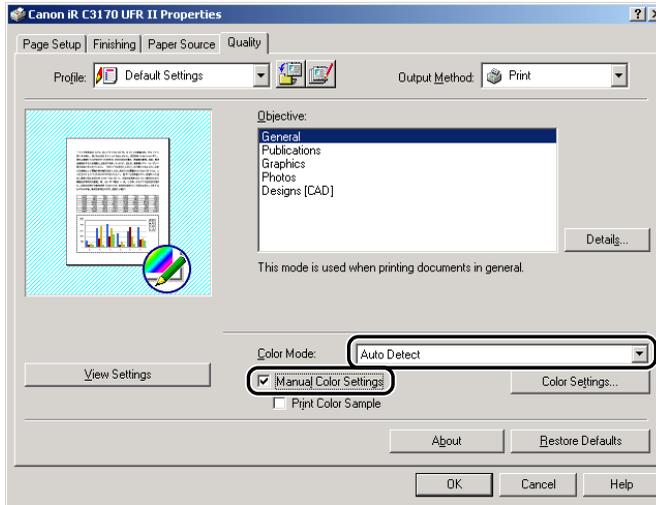
You can specify the detailed color settings manually. For manual color settings, follow the procedure below.

NOTE

This option is available only for the iR C2570, iR 2570C, iR C3170, iR 3170C, iR C5870, iR 5870C, iR C6870, and iR 6870C.

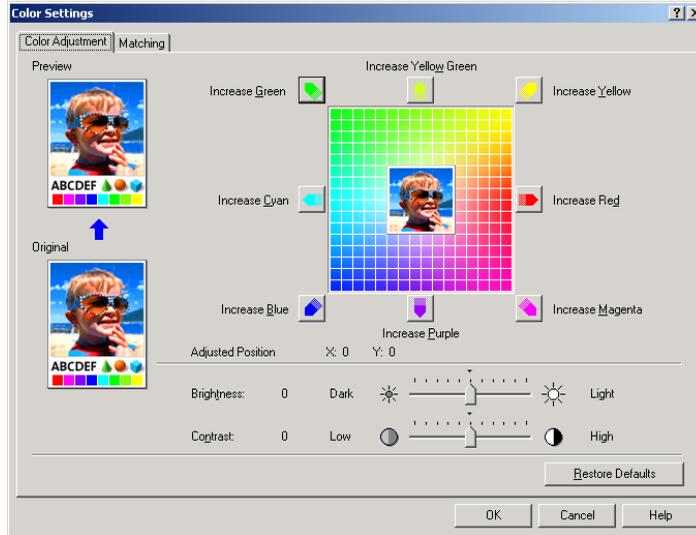
- 1** From the printer properties dialog box, click the [Quality] tab.

- 2 Select **[Auto Detect]** or **[Color]** from **[Color Mode]** → select **[Manual Color Settings]**.



- 3 Click **[Color Settings]**.
The **[Color Settings]** dialog box is displayed.

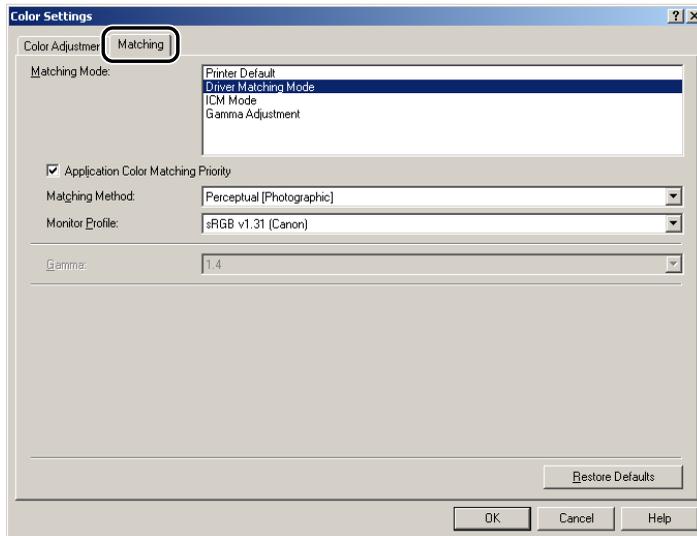
4 Display the [Color Adjustment] sheet.



5 Adjust the color intensity, brightness, and contrast.

For detailed information about the [Color Adjustment] sheet, see the Online Help.

6 Click the [Matching] tab.



7 Specify the matching mode, the matching method, and the monitor profile.

For detailed information about the [Matching] sheet, see the Online Help.

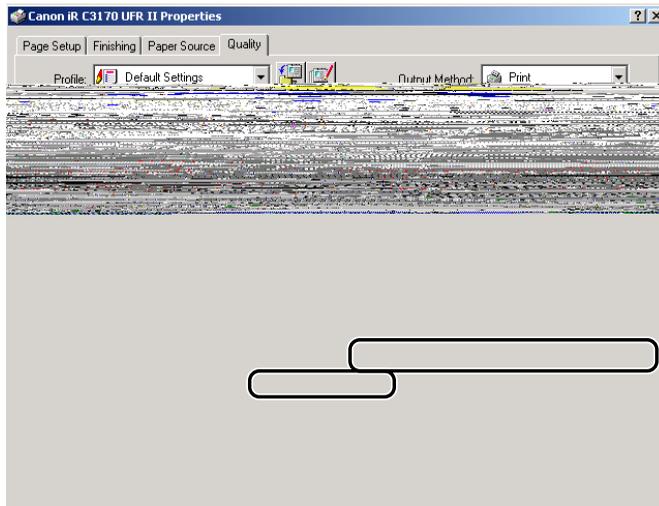
8 Click [OK].

9 Click [OK] in the [Quality] sheet.

Grayscale Printing

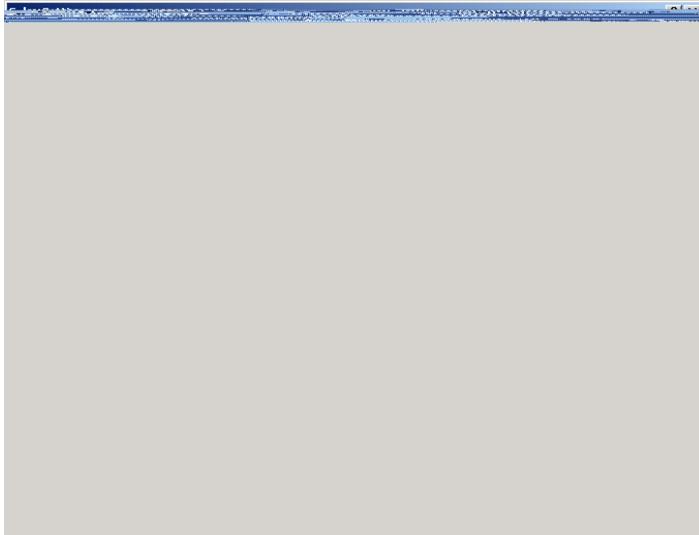
You can specify detailed grayscale settings manually when printing color documents in grayscale. To specify manual grayscale settings, follow the procedure below.

- 1** From the printer properties dialog box, click the [Quality] tab.
- 2** Display the [Color Settings] or [Grayscale Settings] dialog box for manual grayscale setting.
 - For color printers:
 - Select [Black and White] from [Color Mode] → select [Manual Color Settings].



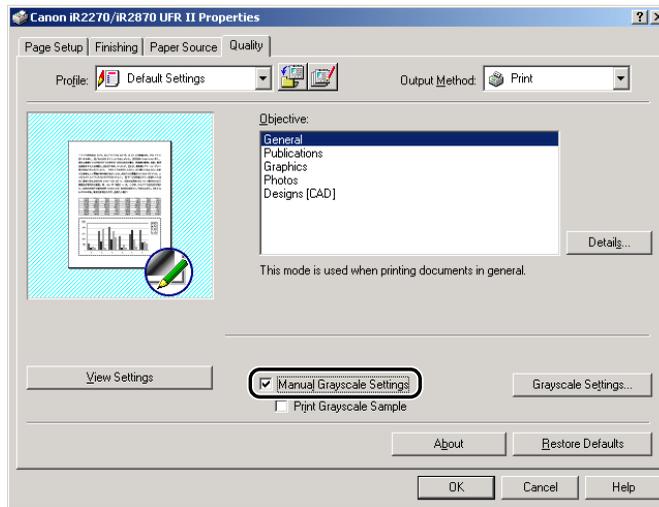
- Click [Color Settings].

The [Color Settings] dialog box is displayed.



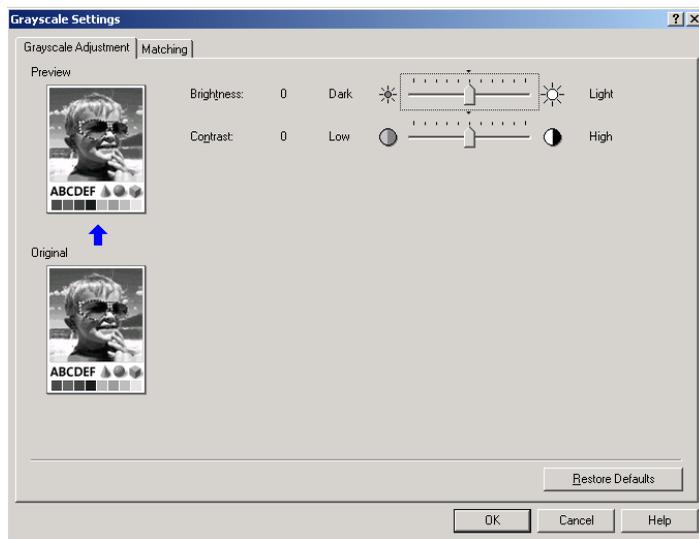
● **For black-and-white printers:**

- Select [Manual Grayscale Settings].



- ❑ Click [Grayscale Settings].

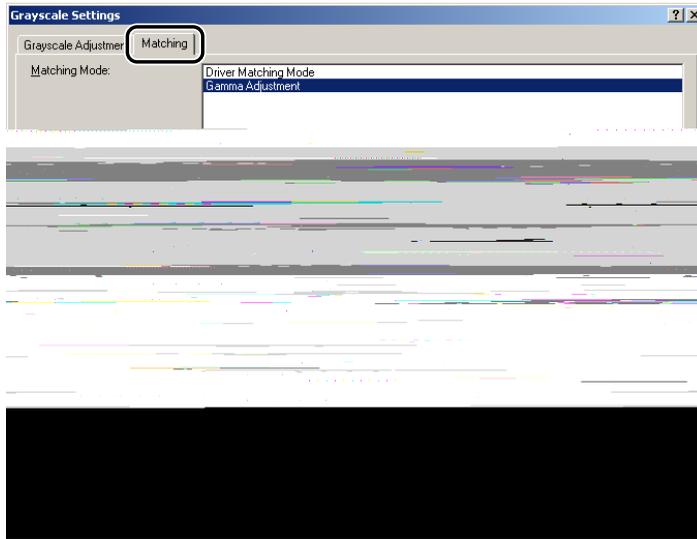
The [Grayscale Settings] dialog box is displayed.



3 Adjust the brightness and contrast.

For detailed information about the [Color Adjustment] or [Grayscale Adjustment] sheet, see the Online Help.

4 Click the [Matching] tab.

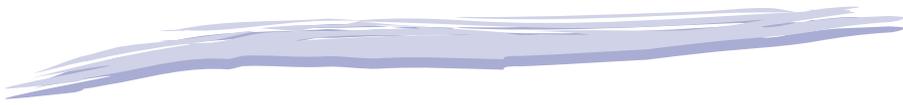


5 Specify the matching mode, the matching method, and the monitor profile.

For detailed information about the [Matching] sheet, see the Online Help.

6 Click [OK].

7 Click [OK] in the [Quality] sheet.



Additional Software

This section describes additional software used with the printer driver.

Canon Port Setting Tool

The Canon Port Setting Tool enables you to correspond the device driver installed in your computer with the network address for the device. If you cannot set up the fax configuration automatically or use the Job Accounting feature properly when you are using SMB (Server Message Block) or NDPS (Novell Distributed Print Services), you need to specify the port using the Canon Port Setting Tool.

- 1** In Windows Explorer, double-click the following folders: [Program Files] → [Canon] → [Portset].
- 2** In the [Portset] folder, double-click the [Portset.exe] icon to start the Canon Port Setting Tool.

 **NOTE**

- *The Canon Port Setting Tool is installed with the printer driver.*
- *For more information on how to use the Canon Port Setting Tool, see the Online Help. To display the Online Help, start the Canon Port Setting Tool → click [Help].*



Operational Requirements and Restrictions in the Microsoft Cluster Server Environment

This section describes operational requirements and restrictions for using a printer in the Microsoft Cluster Server environment.

When Installing the Printer Driver

Take notice of the following points when using a printer in the Microsoft Cluster Server environment:

- Only server cluster environments in Microsoft Cluster Server are guaranteed to work with the printer drivers.
- The printer driver supports a server cluster consisting of two nodes. A cluster of three or more nodes is not supported.
- There must be only one spooler resource in the server cluster. Multiple spooler resources are not available.
- Select a Standard TCP/IP port for the printer.
- The printer driver must be installed in each cluster node individually. Otherwise it might be impossible to add a new driver to the virtual server.

When Installing the Canon Driver Information Assist Service

In order to set up the printer configuration automatically or to use the Job Accounting feature, it is necessary to register the Canon Driver Information Assist Service as a cluster object in each node of the cluster server. To do this, after installing the Canon Driver Information Assist Service in each node, add it to the same group as the print cluster resources (Printer Spooler, IP Address, Network Name, and Physical Disk) in the Cluster Administrator.

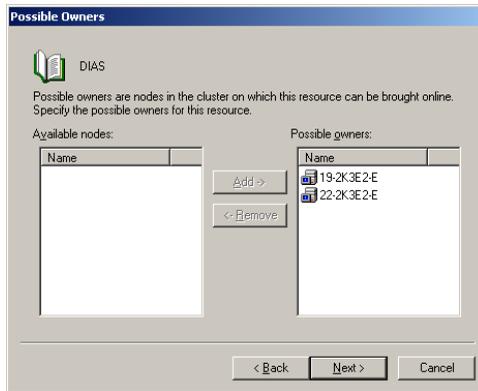
1 Install the Canon Driver Information Assist Service in each node using the Installer.

NOTE

For instructions on how to install the Canon Driver Information Assist Service, see "Installing the Canon Driver Information Assist Service," on p. 2-29.

7 Select the nodes in which the Canon Driver Information Assist Service is installed from [Available nodes] → click [Add].

The nodes you selected are added to [Possible owners].



8 Click [Next].

9 Leave [Dependencies] blank in the next dialog box → click [Next].

10 Enter <Canon Driver Information Assist Service> in [Service name] → click [Next].



11 Make sure that [Registry Replication] is not selected → click [Finish].

The resource is created, and the Canon Driver Information Assist Service is registered as a cluster object.

UFR II Driver Functions List

The available functions for the Canon UFR II printer driver vary depending on the version of Windows you are using and the type of the driver (UFR II or UFR II LT).

For the functions for your environment, refer to the following table:

✓: Available –: Unavailable

Sheet	Settings	Windows 98/Me	Windows 2000/XP/Server 2003	
		UFR II LT	UFR II LT	UFR II
[Page Setup] Sheet	Overlay	–	–	✓
[Paper Source] Sheet	Inserting Sheet	–	–	✓
	Front/Back Cover Settings	–	–	✓
[Quality] Sheet	Graphics Mode	–	–	✓
	Color Mode	–	–	✓
[Device Settings/ Configuration] Sheet	Spooling at Host	–	✓	✓
	Allow Password Settings	–	✓	✓
[Profile] Sheet	All Settings	–	✓	✓

Local Standard Paper Sizes List

To use Local Standard Paper, you need to register the paper size that you will be using as a custom paper size beforehand. For the sizes of Local Standard Papers available for your printer, see below:

iR C2570, iR 2570C, iR C3170, iR 3170C, iR2016, iR2020, iR2230, iR2830, iR2870/2270, iR3530, iR4530, and iR4570/3570:

Paper Name	Width (mm)	Height (mm)
Oficio	216.0	317.0
Ecuadorian Oficio	220.0	320.0
Bolivian Oficio	216.0	355.0
Mexican Oficio	216.0	341.0
Argentine Oficio	220.0	340.0
Folio	210.0	330.0
Argentine Letter	220.0	280.0
Government Letter	203.0	267.0
Government Legal	203.0	330.0
Australian Foolscap	206.0	337.0
Foolscap	216.0	330.0
Chinese K8	270.0	390.0
Chinese K16	195.0	270.0

iR C5870, iR 5870C, iR C6870, and iR 6870C:

Paper Name	Width (mm)	Height (mm)
Oficio	216.0	317.0
Ecuadorian Oficio	220.0	320.0
Bolivian Oficio	216.0	355.0
Mexican Oficio	216.0	341.0
Argentine Oficio	220.0	340.0
Folio	210.0	330.0
Argentine Letter	220.0	280.0
Government Letter	203.0	267.0
Government Legal	203.0	330.0
Australian Foolscap	206.0	337.0
Foolscap	216.0	330.0

iR105+, iR8070, iR85+, and iR9070:

Paper Name	Width (mm)	Height (mm)
Oficio	216.0	317.0
Ecuadorian Oficio	220.0	320.0
Mexican Oficio	216.0	341.0
Argentine Oficio	220.0	340.0
Folio	210.0	330.0
Argentine Letter	220.0	280.0
Government Letter	203.0	267.0
Argentine Legal	220.0	340.0
Government Legal	203.0	330.0
Australian Foolscap	206.0	337.0
Foolscap	216.0	330.0
Korean Government Legal	190.0	268.0

iR6570/5570:

Paper Name	Width (mm)	Height (mm)
Oficio	216.0	317.0
Ecuadorian Oficio	220.0	320.0
Bolivian Oficio	216.0	355.0
Mexican Oficio	216.0	341.0
Argentine Oficio	220.0	340.0
Folio	210.0	330.0
Argentine Letter	220.0	280.0
Government Letter	203.0	267.0
Argentine Legal	220.0	340.0
Government Legal	203.0	330.0
Australian Foolscap	206.0	337.0
Foolscap	216.0	330.0
Korean Government Legal	190.0	268.0
Chinese K8	270.0	390.0
Chinese K16	195.0	270.0

A

- Accessing printer properties dialog box, 3-2
 - From application software (Windows 2000/XP/Server 2003), 3-4
 - From application software (Windows 98/Me), 3-2
 - From printers folder (Windows 2000/XP/Server 2003), 3-6
 - From printers folder (Windows 98/Me), 3-3
- Accessing printing preferences dialog box, 3-5
 - From printers folder (Windows 2000/XP/Server 2003), 3-5
- Add Port, 2-9
- Add Printer Wizard, 2-19
- Additional software, 5-2
 - Canon Port Setting Tool, 5-2
 - Device Status Extension, 5-3
- Alternate printer driver, 2-17

B

- Black and White, 4-27, 4-31
- Booklet, 3-22
- Booklet Printing, 3-21, 3-29

C

- Canon Driver Information Assist Service, 2-2, 2-5, 2-29, 2-30, 2-39, 4-21
- Canon PageComposer, 4-18
- Canon Port Setting Tool, 5-2
- Collate, 3-20
- Color settings, specifying, 4-27
 - About color/grayscale settings, 4-27
 - Color printing, 4-27
- Color/Grayscale settings, specifying, 4-27
- Configuring Device Function Settings, 2-44
 - Configuring controller version, 2-44
- Cover/sheet insertion options, 3-32
 - Adding front/back covers, 3-32
 - Creating tabs, 3-40
 - Inserting sheets, 3-35
 - Inserting tab paper, 3-38
- Cover page, 3-30
- Custom paper, 3-43

D

- Device Status Extension, 5-3
- Dynamic installation, 2-10

E

- Editing multiple print documents together, 4-17

F

- Finishing, 3-20, 3-21, 3-22, 3-24, 3-25, 3-29
- Finishing options, specifying, 3-18
 - Booklet Printing, 3-21, 3-29
 - Output option, 3-18
 - Printing with mixed paper sizes, 3-23
 - Selecting, 3-18
- First Page, 3-27, 3-28
- Form file, 4-2
- Full Control Permission, 3-5

G

- Grayscale printing, 4-31
- Grayscale settings, specifying, 4-27
 - About color/grayscale settings, 4-27
 - Grayscale printing, 4-31
- Group, 3-18, 3-20
- Gutter, 3-17, 3-25

H

- Help, 1-6

I

- Inserting sheets into document, 3-35
- Inserting tab paper, 3-38
- Installing printer driver, 2-2
 - Alternate printer driver (Windows 2000/XP/Server 2003), 2-17

- Dynamic installation, 2-10
- Standard installation, 2-3
- Using Add Printer Wizard, 2-19

Installing software, 2-2

- Canon Driver Information Assist Service, 2-2, 2-5, 2-29, 2-30, 2-39, 4-21
- Printer driver, 2-2
- Uninstalling printer driver, 2-37
- Updating alternate printer driver, 2-35
- Updating existing printer drivers, 2-31
- USB connection installation, 2-21

Introduction, 1-2

- Supported Canon products, 1-3

J

- Job Accounting, 2-6, 2-14, 2-29, 4-21, 4-25
- Job Accounting feature, 4-21
- Overview, 4-21
- Printing with Job Accounting, 4-24, 4-25
- Specifying ID and password, 4-22

L

- Last Page, 3-27, 3-28
- License Agreement, 2-4, 2-11, 2-29
- Local standard paper sizes list, 5-9
- Log on, 2-2

M

- Manually set port to install, 2-4, 2-30
- Microsoft Cluster Server (MSCS), 1-5, 5-4
- Microsoft Windows 2000, 1-2, 1-5
- Microsoft Windows 98, 1-2, 1-5
- Microsoft Windows Me (Millennium Edition), 1-2, 1-5
- Microsoft Windows Server 2003, 1-2, 1-5
- Microsoft Windows XP, 1-2, 1-5

N

- NDPS (Novell Distributed Print Services), 5-2
- NetSpot, 5-3
- Netspot Console, 5-3

O

- Objective, 4-8, 4-9, 4-10
- Designs, 4-8

- General, 4-8
- Graphics, 4-8
- Other Settings, 4-8
- Photos, 4-8
- Publications, 4-8

Online Help, 1-6, 2-47, 4-33, 4-34, 5-2

Operating system software, 1-5

Operational requirements and restrictions in Microsoft Cluster Server environment, 5-4

- When installing Canon Driver Information Assist Service, 5-4
- When installing printer driver, 5-4

Other Pages, 3-27, 3-28, 3-30

Output option

- Collate, 3-18
- Group, 3-18
- Staple & Collate, 3-18
- Staple & Group, 3-18

Overlay, 4-2

Overlay Printing, 4-2

- Creating form file, 4-2
- Printing with Overlay, 4-5
- What is Overlay Printing?, 4-2

P

- Page Layout, 3-14
- Page Options, 4-3, 4-5
- Page size, 3-11, 3-12
- Paper Selection, 3-26, 3-27, 3-28, 3-31
- Paper source, specifying, 3-26
- Printing all pages from same paper source, 3-26
- Printing cover and body pages of booklet from different paper sources, 3-29
- Printing first, body, and last pages from different paper sources, 3-27
- Printing first, second, body, and last pages from different paper sources, 3-28
- Printing on transparencies, 3-31

PCL, 1-2

Port selection, 2-8

Port Setting Tool, 5-2

Print quality, specifying, 4-8

- Editing Objective settings, 4-10
- Selecting Objective, 4-9
- What is Objective?, 4-8

Print Style, 3-16

Printer configuration, 2-39

Printer properties dialog box, 3-2

Printing banner page with print job, 3-49

Printing document, 2-47

Printing multiple pages on one sheet, 3-14

Printing on custom paper, 3-43

- Printing on, 3-45
- Registering, 3-43

Printing on local standard paper, 3-46

- Specifying as paper source, 3-46
- Printing with Job Accounting, 4-25
 - With allow password, 4-25
 - Without allow password, 4-26
- Printing with mixed paper sizes, 3-23
- Profile, 2-47, 3-7, 3-8, 3-9, 3-10
- Profiles for printing, 3-7
 - Adding/Editing, 3-8, 3-9
 - Selecting, 3-7
 - What is profile?, 3-7
- Promote Print, 4-19
- Promoting print job, 4-19
- PS (PostScript), 1-2

R

- README.TXT file, 1-6
- Rotate, 3-21

S

- Saddle Stitch, 3-22
- Scaling document, 3-11
 - Automatically, 3-11
 - Manually, 3-12
- Second Page, 3-28
- Secured printing, 4-15
- Sending document data to User Inbox, 4-12
 - Getting User Inbox names, 4-12
 - Sending document to User Inbox, 4-13
- Setting up printer configuration, 2-39
 - Automatically, 2-39
 - Manually, 2-42
- SMB (Server Message Block), 5-2
- Standard installation, 2-3
- Staple & Collate, 3-18, 3-20, 3-25
- Staple & Group, 3-18, 3-20
- Staple position, 3-20
- Supported Canon products, 1-3
- System requirements, 1-5
 - Computer, 1-5
 - Operating system software, 1-5
 - With server-based computing environments, 1-5

T

- Top priority for printing, 4-19
- Transparencies, 3-31
- Transparency Interleaving, 3-31
- Two-sided printing, 3-16

U

- UFR II, 1-2
- UFR II Driver Functions List, 5-8
- Uninstaller, 2-37
- Updating alternate printer driver, 2-35
- Updating existing printer drivers, 2-31
 - Using Add Printer Wizard, 2-33
 - Using Installer, 2-31
- USB connection, 2-21
- USB connection installation, 2-21
 - Plug and play installation (Windows 2000), 2-26
 - Plug and play installation (Windows 98), 2-22
 - Plug and play installation (Windows Me), 2-24
 - Plug and play installation (Windows XP/Server 2003), 2-28
 - USB standard installation, 2-21
- User Inbox, 4-12, 4-13

W

- Where to find Help, 1-6
 - Canon authorized dealers or service providers, 1-6
 - Online Help, 1-6, 2-47, 4-33, 4-34, 5-2
 - README.TXT file, 1-6



CANON INC.

30-2, Shimomaruko 3-chome, Ohta-ku, Tokyo 146-8501, Japan

CANON U.S.A., INC.

One Canon Plaza, Lake Success, NY 11042, U.S.A.

CANON CANADA INC.

6390 Dixie Road Mississauga, Ontario L5T 1P7, Canada

CANON EUROPA N.V.

Bovenkerkerweg 59-61 1185 XB Amstelveen, The Netherlands

CANON FRANCE S.A.S.

17, quai du Président Paul Doumer 92414 Courbevoie Cedex, France

CANON COMMUNICATION & IMAGE FRANCE S.A.S. (Pour les utilisateurs de l'imprimante laser uniquement)

12, rue de l'Industrie 92414 Courbevoie Cedex, France

CANON (U.K.) LTD.

Woodhatch, Reigate, Surrey, RH2 8BF, United Kingdom

CANON DEUTSCHLAND GmbH

Europark Fichtenhain A10, 47807 Krefeld, Germany

CANON ITALIA S.p.A.

Via Milano, 8 20097 San Donato Milanese (MI) Italy

CANON LATIN AMERICA, INC.

703 Waterford Way Suite 400 Miami, Florida 33126 U.S.A.

CANON AUSTRALIA PTY. LTD

1 Thomas Holt Drive, North Ryde, Sydney, N.S.W. 2113, Australia

CANON CHINA CO., LTD

15F, North Tower, Beijing Kerry Centre, 1 Guang Hua Road, Chao Yang District, 100020, Beijing, China

CANON SINGAPORE PTE. LTD.

1 HarbourFront Avenue #04-01 Keppel Bay Tower, Singapore 098632

CANON HONGKONG CO., LTD

19/F., The Metropolis Tower, 10 Metropolis Drive, Hunghom, Kowloon, Hong Kong