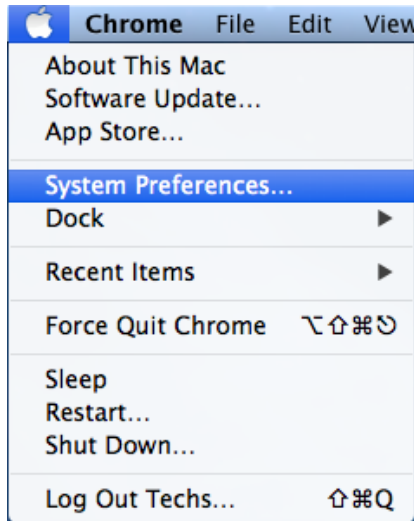


Adding a Canon Printer (OSX 10.10 and Older)

As of June 30, 2017, our contract with Konica-Minolta Business Systems expired. As a result, the older Konica printers/copiers have been removed, and replaced by Canon printers/copiers. Here are the steps to adding and configuring the correct Canon printer driver for your OSX 10.10 or older Macbook or iMac:

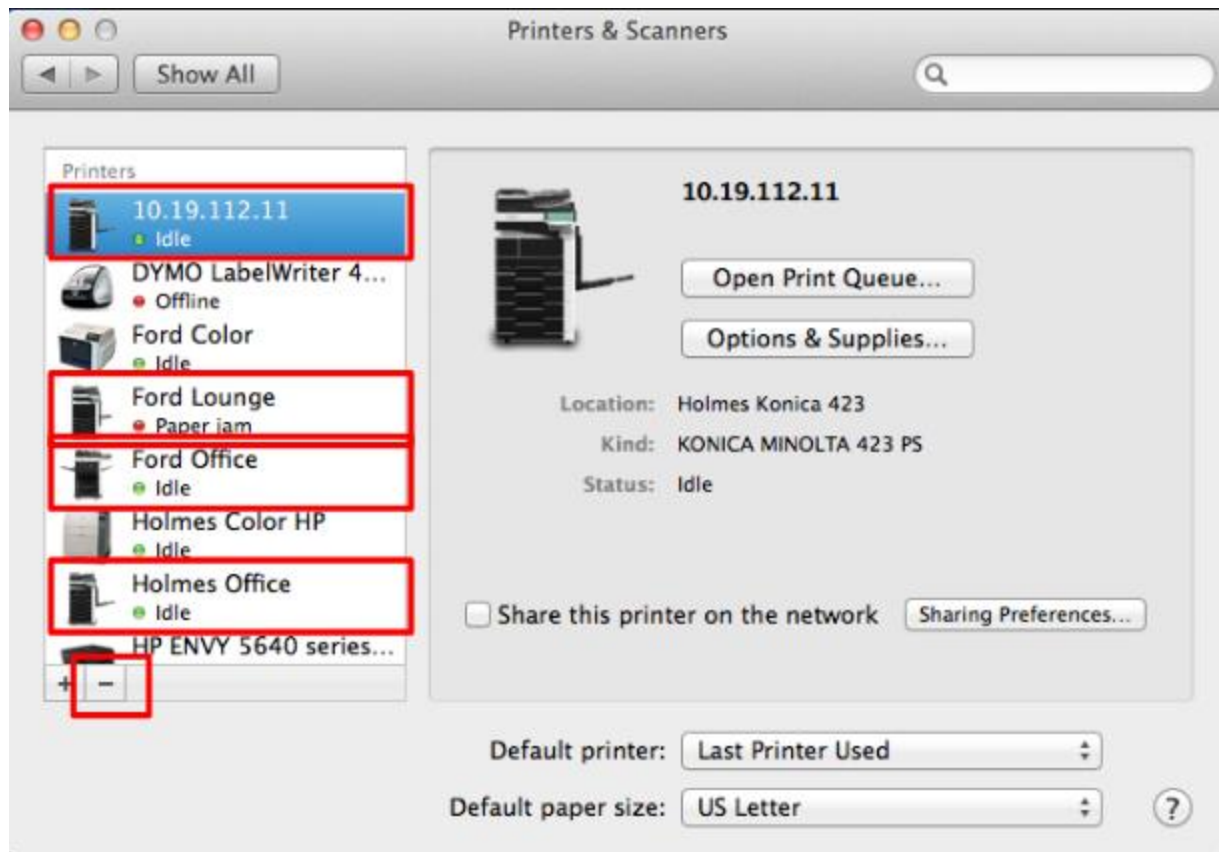
1. Click on the Apple icon in the upper left corner, and open System Preferences...



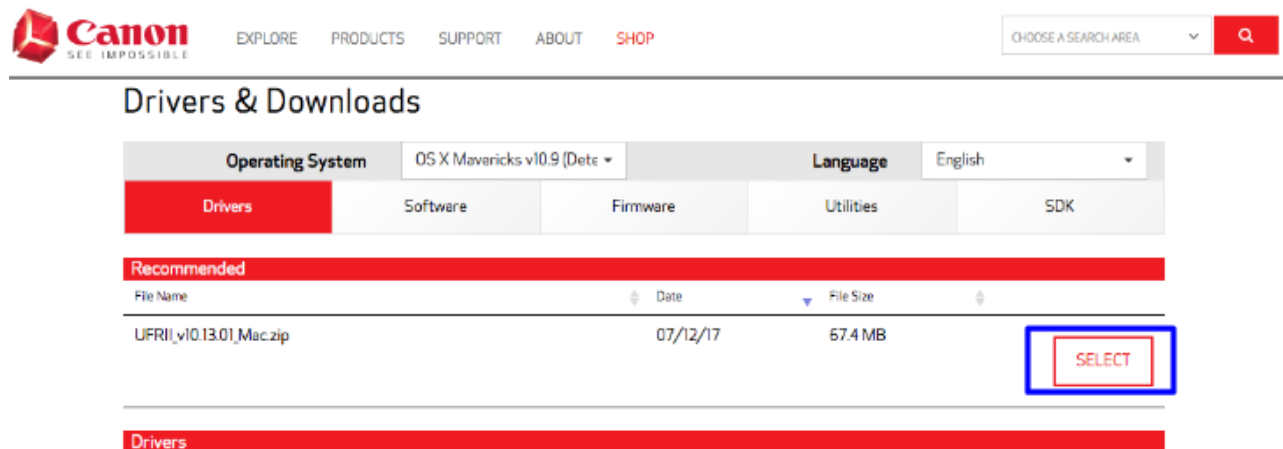
2. Click Printers and Scanners



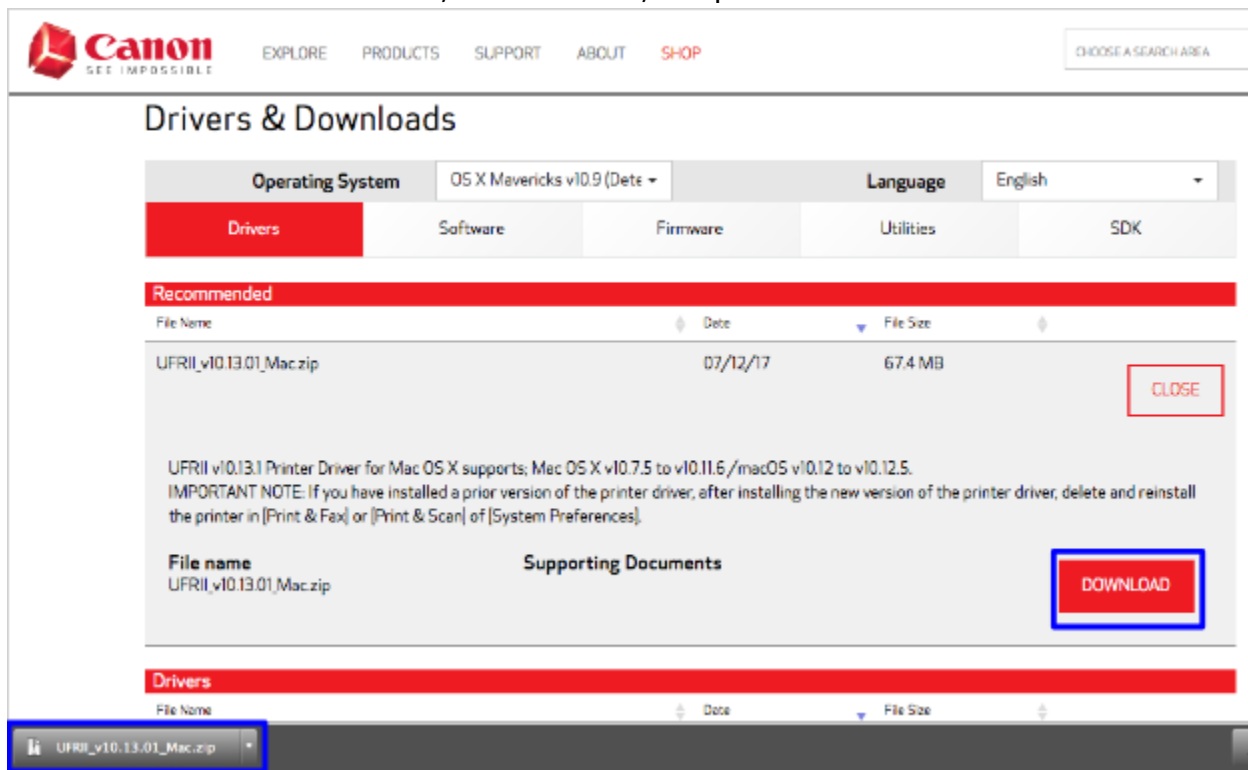
3. If you see any Konica printers in your list, remove all of them. To do so, first click each printer in the left panel, then click on the minus sign near the lower left, then click Delete Printer in the window that pops up



4. Find the Canon printer you would like to use on this spreadsheet: <https://goo.gl/ReSF5N>. You will need the information from that line to add and configure the printer
5. In your browser, visit this link: <https://goo.gl/FfNRRb> then click SELECT on the most up-to-date recommended UFR II driver

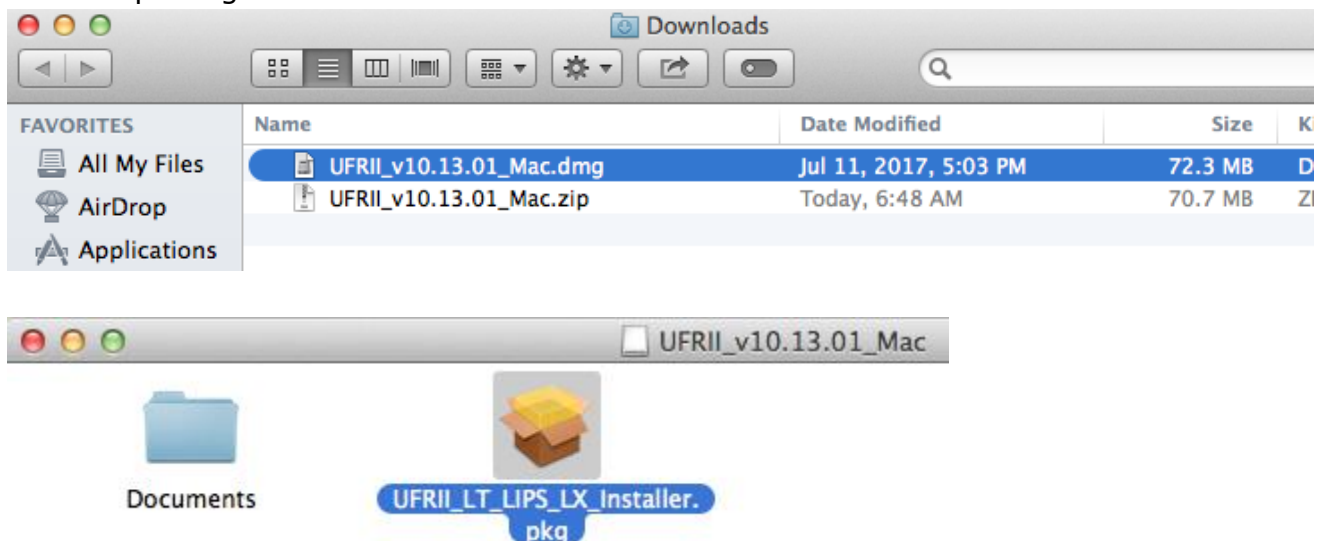


6. Click on the DOWNLOAD icon, and if asked, keep the file

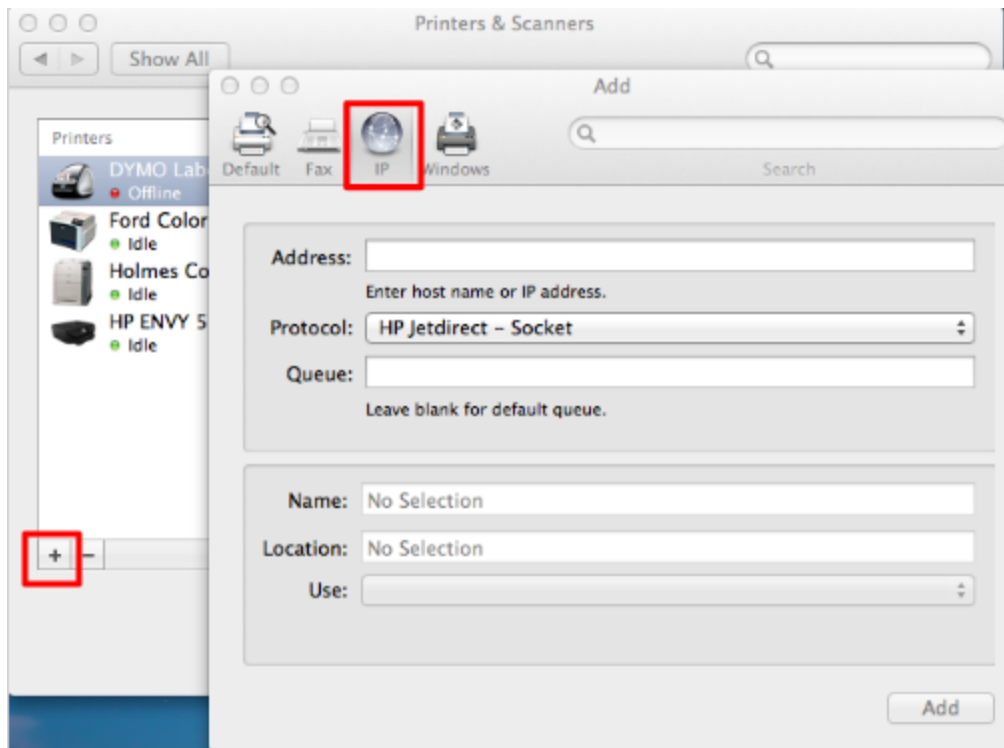


7. Click the self-extracting archive file to extract it in your Downloads folder

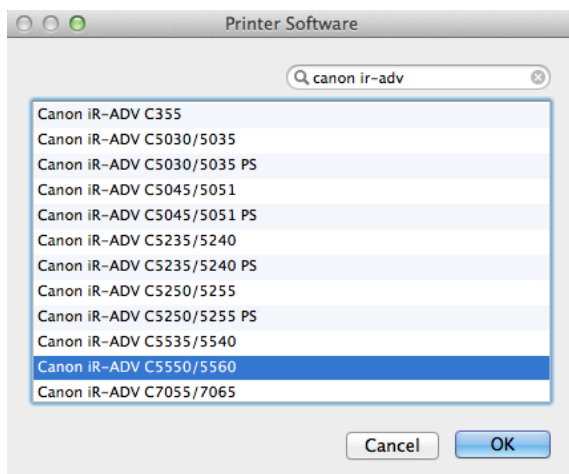
8. In your Downloads folder, double click the UFR II driver dmg file, then the double click the installer package file



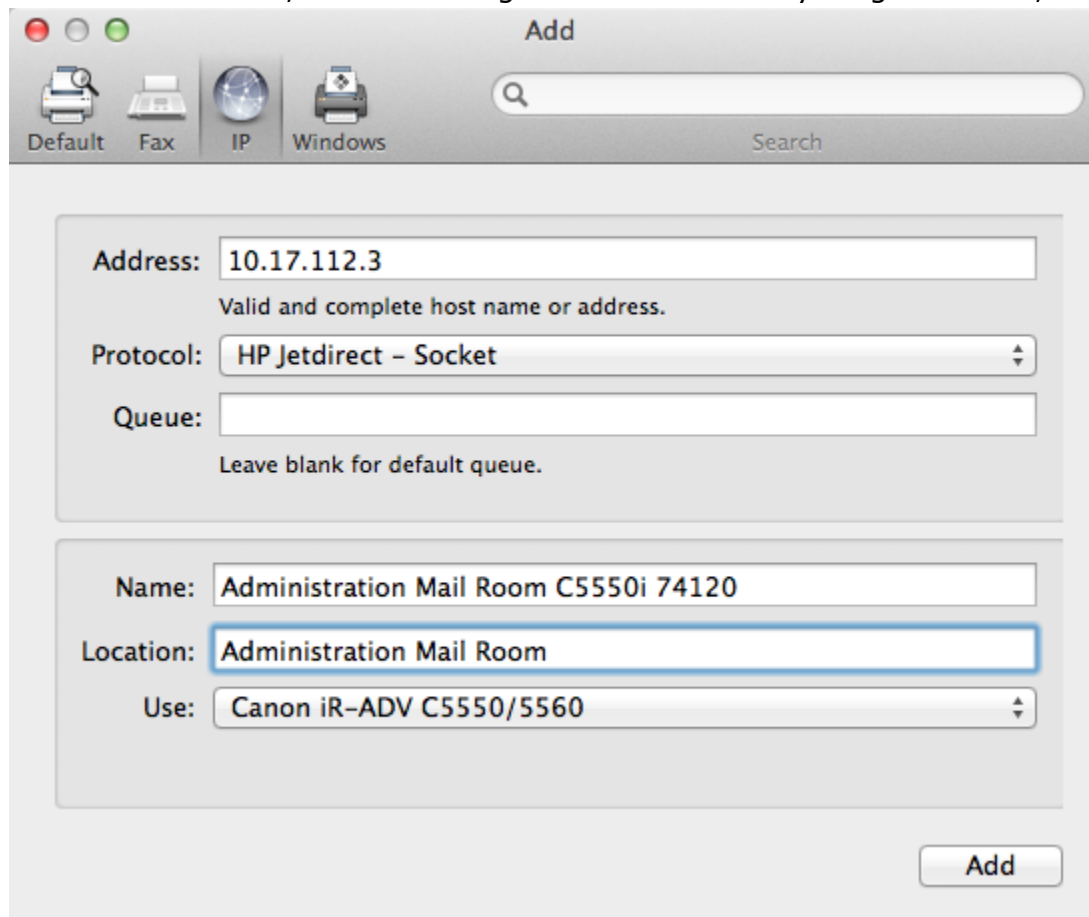
9. Follow the driver installation prompts, most likely Continue, Continue, Agree, Install, and Close. If prompted for a password, use the same password you use for logging onto the computer
10. Back in the Printers and Scanners System Preferences Control window, click the plus sign near the lower left. Resist the temptation to add printers that may appear in the Default window that appears. Instead, click on the IP icon



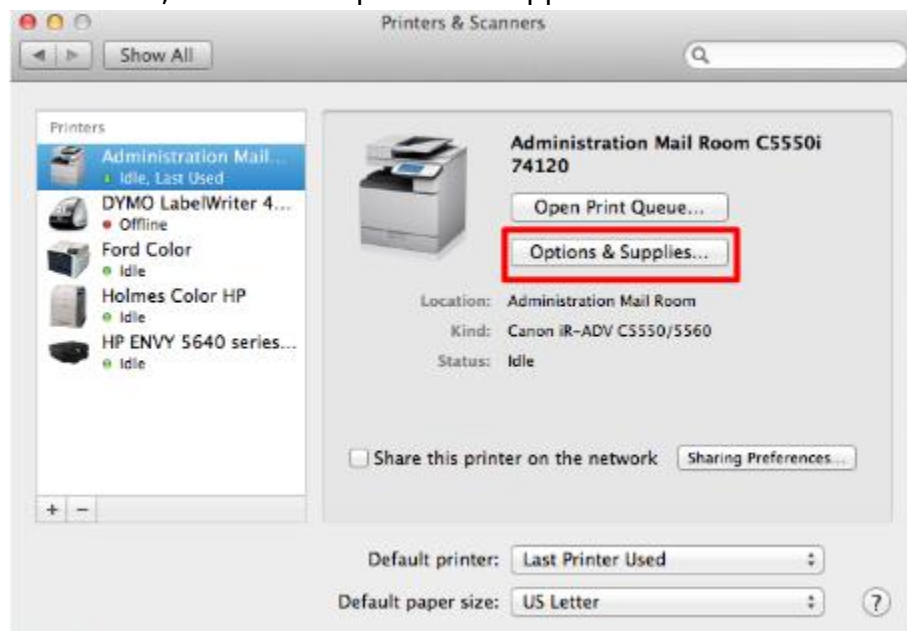
11. Using the spreadsheet as a guide, enter the following information in the Add window:
 - a. Address: enter the IP address for the printer you wish to add (column H)
 - b. Protocol: HP Jetdirect - Socket
 - c. Queue: leave blank
 - d. Name: change from the IP address to something that makes sense to you. The suggested name is the Network Name in the spreadsheet (column N)
 - e. Location: change to something that makes sense to you. The suggested location is the building (column A) followed by the room (column C)
 - f. Use: Select Software...
12. In the Printer Software window that appears, type canon ir-adv in the filter field, then scroll down to the correct model number (column F), and click OK. Note that some drivers apply to more than one exact model number, and if there are still multiple options, choose the one that ends in PS



13. In the Add window, after checking to make sure everything is correct, click Add



14. Back in the Printers and Scanners window, make sure the new Canon printer is selected on the left, then click Options & Supplies...



15. Click the Options tab, then using the spreadsheet as a guide (column J), select the correct options for the printer, then click OK

H	I	J	K
IP Address	MAC Address	Options for Driver	Network Name
10.5.112.2	f8-0d-60-99-f7-c7	Paper Source Options: Cassette Feeding Unit-AN1 Paper Deck Unit: Off Output Options: Inner Finisher-J1 Puncher: None Department ID Management Prioritize User Authentication Secure Printing Function of Device	ACCE Main Office 4545i 74129
10.17.112.3	60-12-8b-d3-3f-fb	Paper Source Options: Cassette Feeding Unit AM1 Paper Deck Unit: Off Output Options: Staple Finisher Y1 Copy Tray: Off Puncher: None Department ID Management Prioritize User Authentication Secure Printing Function of Device	Administration Mail Room C5550i 74120

General Options Supply Levels Utility

To take full advantage of your printer's options, confirm that they are accurately shown here. For information on your printer and its optional hardware, check the printer's documentation.

Paper Source Options: Cassette Feeding Unit AM1

Paper Deck Unit: Off

Output Options: Staple Finisher Y1

Copy Tray: Off

Puncher: None

☒ Department ID Management

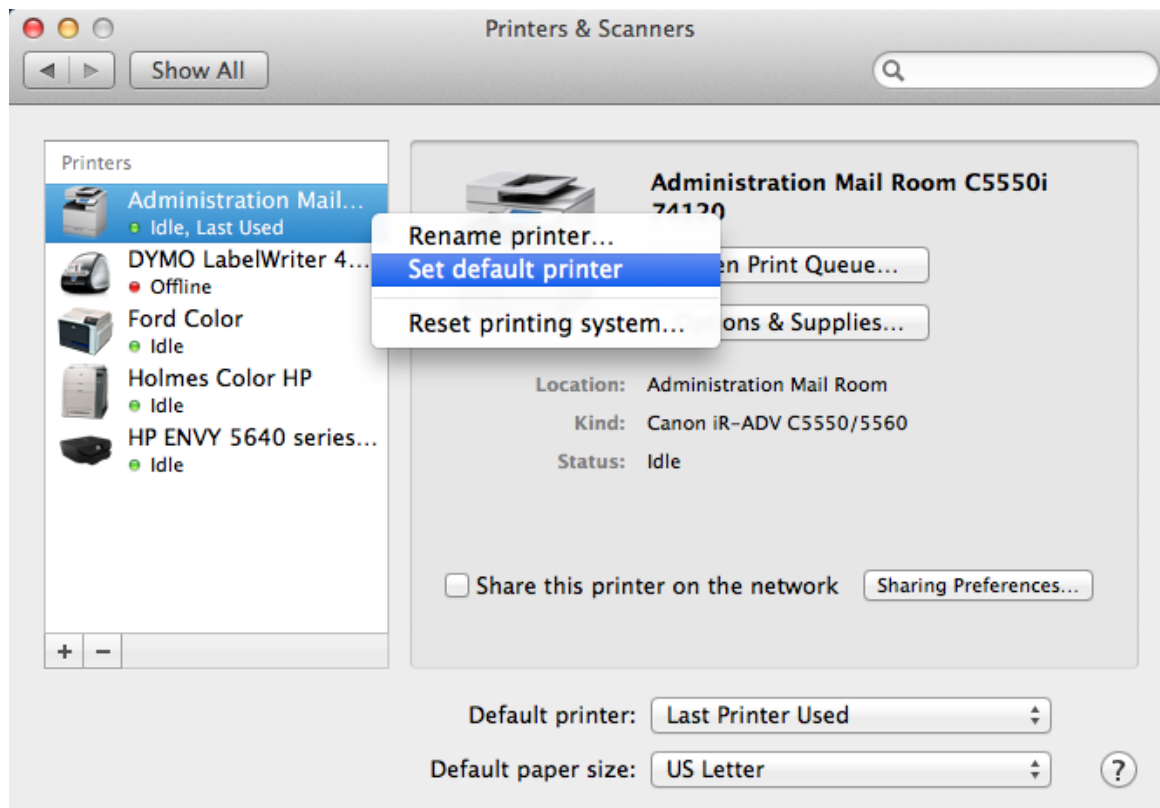
☒ Prioritize User Authentication

☒ Secure Printing Function of Device

Platform Version: 302

Cancel OK

- Back in the Printers and Scanners System Preferences window, right click (on a Macbook, two finger click, or <Control>-Click) on the printer's name, then click Set default printer



This file is available at <https://goo.gl/RAzAMW>