

Install PaperCut for Windows

Tech Support Team 2023-03-06

Step 1: Download and install PaperCut for Windows

PaperCut for Windows http://tech.canacad.ac.jp/software/printing/PaperCutWin.zip

Download, UnZip the file, and run the installer to complete the installation.

Step 2: Download Ricoh printer driver

Ricoh (USA) download site

http://support.ricoh.com/bb/html/dr_ut_e/rc3/model/mpc4504/mpc4504.htm

Select your version of Windows (automatically selected) Select "PS Driver for Universal Print"



Download this file and extract it (Do not install it yet. Remember the location of the UnZipped folder! You will need it later.)

Step 3: Set Up Printer Connection to WINPRINTSERVER

Right-click the Windows icon and open Control Panel



In Control Panels, find Devices and Printers and open it



In Control Panel > Devices and Printers, click "Add a printer"

To Devices and Printers	– 🗆 X
\leftarrow \rightarrow \checkmark \uparrow \blacksquare « All Control Panel Items » Devices and Printers » \checkmark \circlearrowright	Search Devices and Printers 🛛 🔎
Add a device Add a printer	⊾ - ?
V Devices (2)	^
CONTROLROOM MX Anywhere 2	
V Printers (7)	

In the next window, click "The printer that I want isn't listed"

	-		×
📕 Add a device			
Choose a device or printer to add to this PC Searching for devices			
]
The printer that I want isn't listed			
	Next	Car	icel

In the next window, select the radio button "Select a shared printer by name" and fill in "http://172.17.1.64:631/printers/PRINTSERVER" in the field, then click Next.

		×
÷	🖶 Add Printer	
	Find a printer by other options	
	 My printer is a little older. Help me find it. Select a shared printer by name 	
	http://172.17.1.64:631/printers/PRINTSERVER Browse	
	Example: \\computername\printername or http://computername/printers/printername/.printer	
	○ Add a printer using a TCP/IP address or hostname	
	○ Add a Bluetooth, wireless or network discoverable printer	
	○ Add a local printer or network printer with manual settings	
		_
	Next Cancel	

Add Printer Wizard will open. Click "Have Disk..." and select the driver software you downloaded in Step 2 above, e.g. C:\temp\z92695L19\disk1\RICSETUP64.INF

)	Add Printer Wizard			?	×
	Select the manufa an installation disk printer documental	cturer , click ion fo	and model of your printer. If your pr Have Disk. If your printer is not list a compatible printer.	inter came wi ed, consult yo	th our
	Manufacturer Brother Canon Dell Fastman Kodak Company < > This driver is digitally sig <u>Tell me why driver signin</u>	ned.	Printers Printers Printers Prother Color Leg Type 1 Class Prother Color Type 3 Class Drive Prother Color Type 4 Class Drive Prother Generic Jpeg Type 1 Class Prother Generic Jpeg Type 1 Class Prother Generic Jpeg Type 2 Class Prother Generic Jp	Driver er ass Driver ass Driver Have Disk.	•
l			ОК	Cance	ł

After installing the driver from the downloaded file, select "**RICOH PS UniversalDriver**" and click Next



Check printer name and click Next

- 🖶 プリンターのほ	·后加	
プリンター名を	を入力してください	
ブリンター名(尸):	RICOH PS UniversalDriver V4.11	
このプリンターは、	、RICOH PS UniversalDriver V4.11のドライバーを使ってインストールされます。	

Select "Do not share this printer" and click Next

	← 👼 プリンターの追加	
プリンターモインストールしています	プリンター共有	
	このブリンターを共有す 前を入力してください。	するには、共有名を作成する必要があります。 推奨されている名前を使用するか、または新しく名 、共有名はほかのネットワーク ユーザーによって参照されます。
	 このプリンターを共 	有しない(Q)
	○このプリンターを共	有して、ネットワークのほかのコンビューターから検索および使用できるようにする(S)
	#A460 ★ ₩2 共有名(<u>H</u>):	RICOH PS UniversalDriver V4.11
	場所(<u>L</u>):	
	יםאלעב	

Read on for a few extra steps.

		>
-	■ プリンターの追加	
	RICOH PS Universal Driver V4.11 が正しく追加されました	
	プリンターが正しく動作していることを確認したり、プリンターのトラブルシューティング情報を表示したりするには、テスト ページを印刷してください。	
	テストページの印刷(P)	
	完了(E) キャンセル	

Step 4: Extra steps after driver installation

In Devices and Printers, find installed driver, right-click on icon, and open "Printer properties"

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		Devices and Printers					- 🗆	\times
		← → × ↑ 🛱 « All Co	ntrol Panel I	tems > Devices a	nd Printers	・ Ö Search Devi	ces and Printers	R
		Open Open in new window	r See v	vhat's printing	Print server properties	Remove device	-	?
wi		See what's printing Set as default printer Printing preferences						^
		Printer properties						
sett	•	Create shortcut Remove device Troubleshoot Properties	t Print to	Microsoft XPS Document Writer	Printserver111 r	RICOH Aficio MP C3002 PS	Send To OneNote 2016	2

Open the "Ports" pane and uncheck "Enable bidirectional support" (Do not click OK here!!! Click Apply only. Now open the "Advanced" pane.)

Print to the following port(s). Documents will print to the fit	nt free		
Port	Description ^		
PRINTSERVER, TEST	Standard 1		
PORTPROMPT:	Local Port		
🗆 nuk	Local Port		
http://172.17.1,64:631/printers/ES_Copy_Room	Internet Pc		
http://172.17.1.64c631/printers/PRINTSERVER	Internet Pc		
http://172.17.1.64:631/printers/WINPRINTSERVER	Internet Pc 🗸		
 Contraction (1997) 	>		
Add Post	onfigure Port		

In "Advanced" pane, uncheck enable advanced printing feature. (Do not click OK here!!! Click Apply only. Now open the "Accessories" pane.)

O Availab	available le from	12:00 AM	÷ To	12:00	AM	\$		
Priority:	1	-						
Drigen	RICOH	PS UniversalDriv	ver V4.11	~	Ne <u>w</u> Driver	r		
€ Spool p	rint docum	ents so program	n finishes printi	ng faster				
OStar	t printing af	ter last page is	spooled					
() Star	t printing in	nmediately						
OPrint dir	ectly to the	printer						
	ismatched o	locuments						
Print sp	ooled docu	ments first						
Keep pr	inted docum	nents	_					
and the second se	advanced pr	inting features						
Enable								

In "Accessories" pane, uncheck Automatically update printer information Now, you can click OK.

auto Current Model: Generic Model	V D Update Now	
Options		
Duplex	Staple	
Plant		
E Contra		
Input Tray Settings		
Input Tray Settings List: (Input Tray/Paper Size)	ghange Input 1	Tray Settings
Input Tray	Paper Size	^
Tray 1	Unspecified	CONTRACTOR OF
Tray 2	Unspecified	300
Tray 3	Unspecified	
Tray 4	Unspecified	~