

- 1. Install the drivers for the Ricoh IM 5000 printer.
 - a. Open a web browser and go to <u>https://www.ricoh-usa.com/en/support-and-download</u>
 - b. Under "Search for downloads" type in: IM 5000



and click the search icon.

c. Just under the search bar some icons will appear, click on "IM 5000" under "Drivers"



d. The Driver screen will load. Click on "Choose other OS"

IM 2500/2500A/3000/3000A/3500/3500A/ 4

Important Notice Important	
Your OS	
Microsoft Windows 10 (64-bit)	



e. Expand "Mac OS X" and select the version of Mac OS you are using.

4	Mac OS X
	Mac OS 12(macOS Monterey)
	Mac OS 11(macOS Big Sur)
	Mac OS X 10.15 (macOS Catalina)
	Mac OS X 10.14 (macOS Mojave)
	Mac OS X 10.13 (macOS High Sierra)

i. To find the version of MacOS you are using, click the Apple logo in the menu at the top left of your screen, and select 'About this Mac'



The version of MacOS you are using will be shown in the window that opens.





f. After selecting your OS version, click on "download" to download the driver.

Mac OS 12(macOS Monterey)	
Printer Driver	
PPD Installer	Ver.1.1.0.0 R
J Download	This PPD installer OSX. PPD files co
(File Size : 3,154 KB)	number of input tr using the PPD ins History

- g. Open the downloads folder on your Mac and click the downloaded file.
- h. Click on the installation package to install the drivers. Follow the instructions in the installation package to step through driver installation.



i. Once the drivers are installed, you will see this screen. You are now done with step 1.





- 2. Connect to the student print queue.
 - a. Open "System Preferences" on your Mac and select "Printers and Scanners"
 - b. Click on the "+" Icon to add a printer.

	Printers & Scanners		Q Search		2
Printers HP Color LaserJet M2.	-	HP Color LaserJe Open Print Qu Options & Supp	et M255dw (64 eue plies	12D56)	
	Location: Kind: Status:	unitedStates HP ColorLaserJet M2 Offline	255-M258-AirPrin	¢	
(+)	Share this print	er on the network	Sharing Prefe	erences	
\smile	Default printer:	Last Printer Used	d .	Θ	
Click the lock to prevent	Default paper size: further changes.	US Letter		Θ	?
Click on IP Print icon					
• • •	Add	Printer			
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- d. Enter the first part of your SJCL account email address (usually firstname.lastname) in the address field, followed by @192.168.1.212.
 Address: firstname.lastname@192.168.1.212
- e. Select "Line Printer Daemon LPD: under Protocol.

Protocol:	Line Printer Daemon - LPD	
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f. Enter "SJCLPrintersPS" in the Queue and Name fields.

Queue:	SJCLPrintersPS
Name:	SJCLPrintersPS

g. Select the "Ricoh IM 5000 PS" driver for the Use field.

Use:	RICOH IM 5000 PS
000.	

- i. If the driver isn't listed, choose "select software" Auto Select
 - ✓ Generic PostScript Printer
 - Generic PCL Printer

Select Software...

ii. In the search box, type IM to filter the list of drives, find "Ricoh IM 5000 PS" and select it.

		Printer	Soft	ware		
			٩	im		8
ſ	RICOH IM 2500 PS					
	RICOH IM 2509J PS					
	RICOH IM 3000 PS					
	RICOH IM 3009J PS					
	RICOH IM 3500 PS					
	RICOH IM 3509J PS					
	RICOH IM 4000 PS					
	RICOH IM 5000 PS					
	RICOH IM 6000 PS					
l						
				C	Cancel	ОК

Click ok.



h. When all the settings have been entered, the screen should look something like this:

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Address: firstname.lastname@192.168.1.212	
Valid and complete host name or address.	
Protocol: Line Printer Daemon - LPD	0
Queue: SJCLPrintersPS	
Leave blank for default queue.	
Name: SJCLPrintersPS	
Name: SJCLPrintersPS Location:	
Name: SJCLPrintersPS Location: Use: RICOH IM 5000 PS	6
Name: SJCLPrintersPS Location: Use: RICOH IM 5000 PS	6

Make sure your account name is part of the address. Click "Add" to add the printer.

- i. The first time you connect it will ask for a password. The password is your SJCL account password/pin.
- 3. When printing, select "SJCLPrintersPS" as the printer to send your job to the papercut queue.
- 4. To release your print job, go to the printer where you want your job to print (Library or Student Lounge) and tap your SJCL Student ID to the card reader on the printer to log in to the machine.

PaperCutMF			
(1) (1) (1) (1) (1) (1) (1) (1) (1) (1)	Tap your card or enter your ID number to ID number Log in		
PaperCut MF 3.0.2 Check Status	السريم 2022 ح 12-15AM	8	Admin Stop



5. Once logged in you can release your print jobs by tapping 'Print all' near the top of the screen, or tap on 'Print release' to see a list of jobs that can be released one at a time.

PaperCutMF ^P	Jared Nelson	Log out
You have 1 print job pending Print all		
Print release	••• Scan	
Check Status 🔤 🕺 🥱	8 🔕	Stop
PaperCutMF ^P Print release	Jared Nelson	Log out
1 job, 1 page, \$0.10		<i>C</i> [*]
Test Page Account needed, 1 copy, 1–sided, Grayscale, LETTER		5 min. ago >

6. Your account will not be charged until a job is released for printing. Once your print job is

released your account will be charged for the pages required to print the job.

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Print

Stop

Print as grayscale Print as 2-sided

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7. When finished, tap your card again or tap the 'Log out' button on the machine to log out.

Check Status Jun. 24 2022