RICOH Printers

Steps to print a document with secure print protection

- Please go to Printer & scanners.
 Select the printer driver and click manage. Select [Preferences]
- 3. In Job Type: Select Locked Print.
- 4. Click on **details** and key in passcode
- 5. Specify the print settings as necessary and click [OK].

Ricoh MP C5503 (LARC-RICOHC5503-1) on print65 Printing Preferences						×
Frequently Used Settings Detailed Settings	Configuration/About		ĮĻ			
Current Setting	One Click Preset List:	Ð	Job Type: Locked Print		~ >	Details
User Setting Document Size: Letter (8.5" x 11") Print On: Same as Original Size Reduce/Enlarge: Fit to Print Size	Factory Default	¢	Document Size: Letter (8.5" x 11") ↓ Print On: Same as Original Size ∨	1	Orientation	 Portrait Landscape
			Paper Type: Plain & Recycled ~	1	Input Tray: Auto Tray Select	t ~
			Layout:	▶ ④	Page Order: Off	~
			원의 Long Edge Bind(Open to Left/T Booklet: Off	īop)	~	
Settings Summary		1	Staple: Off ~	١	Punch: Off	~
Register Current Settings 2	Expand list >> Manage		Color/ Black and White:		Copies:(1 to 999))
			OK	Can	App	Help

~~ END ~~