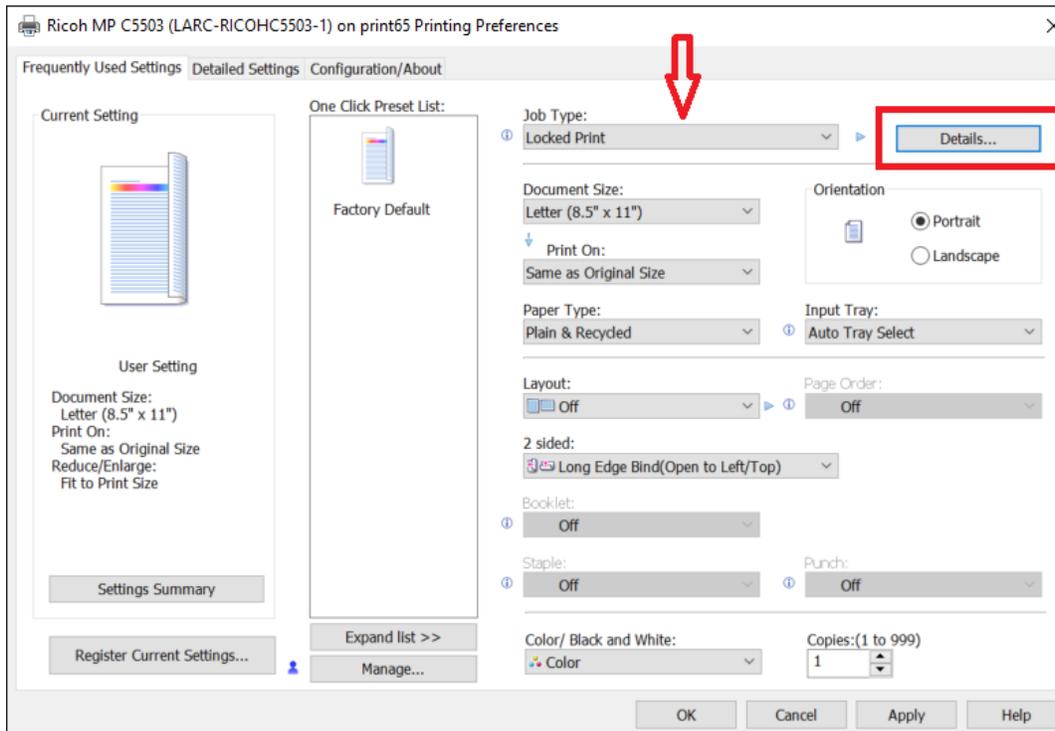


## RICOH Printers

### Steps to print a document with secure print protection

1. Please go to Printer & scanners.
2. 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].



~~ END ~~