



Online Manual

Direct Print & Share Guide

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Symbols Used in This Document

Warning

Instructions that, if ignored, could result in death, serious personal injury, or property damage caused by incorrect operation of the equipment. These must be observed for safe operation.

Caution

Instructions that, if ignored, could result in personal injury or property damage caused by incorrect operation of the equipment. These must be observed for safe operation.

Important

Instructions including important information that must be observed to avoid damage and injury or improper use of the product. Be sure to read these instructions.

Note

Instructions including notes for operation and additional explanations.

Basics

Instructions explaining basic operations of your product.

Note

- Icons may vary depending on your product.

Touch-enabled Device Users (Windows)

For touch actions, you need to replace "right-click" in this document with the action set on the operating system. For example, if the action is set to "press and hold" on your operating system, replace "right-click" with "press and hold."

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»» Note

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- o freetype@nongnu.org

Discusses general use and applications of FreeType, as well as future and wanted additions to the library and distribution.

If you are looking for support, start in this list if you haven't found anything to help you in the documentation.

o freetype-devel@nongnu.org

Discusses bugs, as well as engine internals, design issues, specific licenses, porting, etc.

Our home page can be found at

<http://www.freetype.org>

--- end of FTL.TXT ---

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JSON for Modern C++

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Direct Print & Share Guide

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Precautions for Use (Direct Print & Share)

The below limitations apply when using **Direct Print & Share**. Please make sure to read these precautions beforehand.

- **Direct Print & Share** is compatible with Canon imagePROGRAF Printer Driver V4.43 or later.
- For information on compatible cloud services, see "[Add WebDAV-Compatible Cloud Storage](#)".
- For information on AutoCAD with AutoCAD plugin compatibility, see "[Print from AutoCAD](#)".
- This guide primarily refers to the Windows 10 operating system (hereafter, Windows 10) interface.

Precautions When Installing

- Installation requires administrator privileges.
- Close all applications and software before installing.
- If a document is being printed, terminate the printing process or wait until printing is complete.

Precautions When Using

Note the following precautions when using this software:

- Printable file formats are as follows:
 - V1.7-conforming PDF
 - * However, password protection, JBIG2, font substitution, overprinting, and some functions of transparency are not supported.
 - Rev. 6-conforming TIFF
 - Compatible with the following:
 - Color mode: RGB / CMYK / Grayscale / Binary
 - Color dispersion: 24-bit / 8-bit / 1-bit
 - Compression scheme: Uncompressed / CCITT / Packbits / LZW / ZIP / JPEG
 - Multi-page
 - Pixels: 10,800 pixels or less for both width and height
 - JFIF 1.02-conforming JPEG
 - * Compatible with the following:
 - Color mode: RGB / Grayscale
 - Color dispersion: 24-bit / 8-bit
 - Pixels: 10,800 pixels or less for both width and height
 - HP-GL/2
 - * Cannot print when a printer that does not support files in HP-GL/2 format is selected.
 - * Files in HP-GL/2 format can be previewed in **Layout** preview under the following conditions (**Content** preview is not available):

- Printer driver version is 4.52 or later.
 - Printer connection is enabled when adding files.
- Printable document size is the same as the document size that can be used with the printer driver.
 - * However, maximum length is 3.2 m (126.0 inches).
 - * Document sizes for raster images (tiff or jpeg) are calculated as follows:
 - [Page size (inch)] = [Pixel size (pixel)] / [Resolution (dpi)]

Raster images with no resolution information will be calculated as 300 dpi resolution.
- For raster images (tiff or jpeg), if the document size does not fit within the size limit of the printer driver, you may be able to print by changing the resolution using image editing tools.
- You cannot print via a printer server.
- With data that contains images that reaches the document size limit, if you select **Match Page Size** in **Paper Size** for the main image, all four sides of the image that are outside of the printable range will not be printed.
- Printing results obtained by using this software may not match the printing results obtained from other products.
- If the number or data size of the files you are adding is too large, you may not be able to print or upload, or it may take a long time to complete depending on the environment. It may also take a long time to display thumbnails.

The recommended file size for adding and other factors are as follows:

- File size: 2 GB or less per file
- Number of files: 100 files or less
- Number of pages: 100 pages or less per file

Furthermore, it is recommended to only print a total of 100 pages or less in one printing process.

- If the number or data size of the files you plan to upload or download is too large, uploading or downloading may fail, or it may take a long time to complete depending on the environment.

The recommended file size for upload or download for each process and other factors are as follows:

- Total file size: 500 MB or less
- Total number of files: 100 files or less
- If the folder name, file name, or folder directory is too long, the folder name or file name may not display, or upload or download may fail.
- Canon bears no responsibility for any loss or damages caused by cloud services.
- If there is access from multiple software, including this software, for the same cloud storage, processing by the other software might be prioritized. Due to this, the processing results may not turn out as intended. (e.g. If folder deletion or file upload is executed simultaneously by multiple software.)
- Depending on what country or region you use this software in, you may not be able to use cloud services.
- If you want to use a cloud service, you must create an account for that cloud service beforehand.

Confirm that you are able to log in to the cloud service beforehand with the account you created on a web browser.

Precautions When Using AutoCAD Plugins

- Do not delete the DWG to PDF driver included in AutoCAD. If you delete or rename it, you will not be able to add AutoCAD data to Direct Print & Share.
- If the document size of the file created with AutoCAD is not supported by the DWG to PDF driver, the size will be changed to a size compatible with DWG to PDF before being added to Direct Print & Share.
- Due to limitations of the DWG to PDF driver, PDF files may not be properly created from data created with AutoCAD.

Regarding Third-Party Services

The following conditions apply if you use third-party services through the use of this product.

If you access and/or obtain third-party content through the use of "This Product" (including but not limited to text, images, videos, audio data, and software), the following actions are prohibited unless explicitly permitted by the proprietor of said content or by applicable laws:

- Extracting data, creating permanent copies of said data by creating databases or through other methods, or keeping cached copies for a period longer than permitted by the cache-control header
- Copying, translating, changing, creating derivatives, selling, leasing, lending, transferring, distributing, displaying publicly, or sublicensing to third parties
- Misrepresenting the source or owner
- Removing, concealing, or changing copyright, trademark, or other proprietary rights notices; or falsifying or removing the display of the author, legal notices, or the origins or sources of any other material

Precautions When Using Océ Printers

- Supported Océ printers are listed below.

Océ PlotWave 345

Océ PlotWave 365

Océ ColorWave 500

Océ ColorWave 700

Océ ColorWave 3500

Océ ColorWave 3700

- When printing TIFF, PDF or HP-GL2 files, you cannot specify which pages to print.
- When printing files with pages of different sizes, or files in HP-GL2 format, only **Match Page Size** is available from **Paper Size**.
- When adding an Océ printer, you cannot search for the printer by its IPv6 address.

Features of Direct Print & Share

- You can print PDF documents and drawings, JPEG and TIFF images, and HP-GL/2 drawings without opening the corresponding applications.
- You can confirm the print layout in previews, and configure print settings without opening the driver properties.
- You can print files without displaying the Direct Print & Share screen by creating a Shortcut Print icon, and dropping a file onto the icon.
- You can print multiple files at once, enabling you to efficiently print large volumes of drawings and images.
- You can access cloud storage and upload, download, and print files all in Direct Print & Share.
- Files uploaded to cloud storage can be shared with other users. Users you share files with will receive notification emails when files are uploaded (Google Drive only).
- You can save frequently used print settings. You can also call saved settings and print.
- Printing history is saved for a specified period of time. You can also print from the saved printing history.
- By using plugins, you can add drawings created with Autodesk's AutoCAD to the file list used in Direct Print & Share. Drawings you create can easily be printed or shared with other users through cloud storage using Direct Print & Share.

»» Important

- File formats that can be previewed are as follows: JPEG, TIFF, PDF (excluding password-protected PDFs), HP-GL/2, and PosterArtist document files (files with the extension ".cpx" or ".cpx2"). Printable file formats are as follows: JPEG, TIFF, PDF (excluding password-protected PDFs), and HP-GL/2. Files with formats other than those listed cannot be previewed or printed, but they can be uploaded to cloud storage.
- HP-GL/2 files can only be previewed in **Layout** preview.

»» Note

- For precautions to take when using Direct Print & Share, read "[Precautions for Use \(Direct Print & Share\)](#)."

Start Direct Print & Share

The steps to start **Direct Print & Share** are as follows:

1. Perform one of the following actions:

- Double click the **iPF Direct Print & Share** icon on the desktop.



- Start from the **Start** menu.

- For Windows 10:

From the **Start** menu, (click **All apps >**) **imagePROGRAF Direct Print & Share > imagePROGRAF Direct Print & Share** in that order.

- For Windows 8.1:

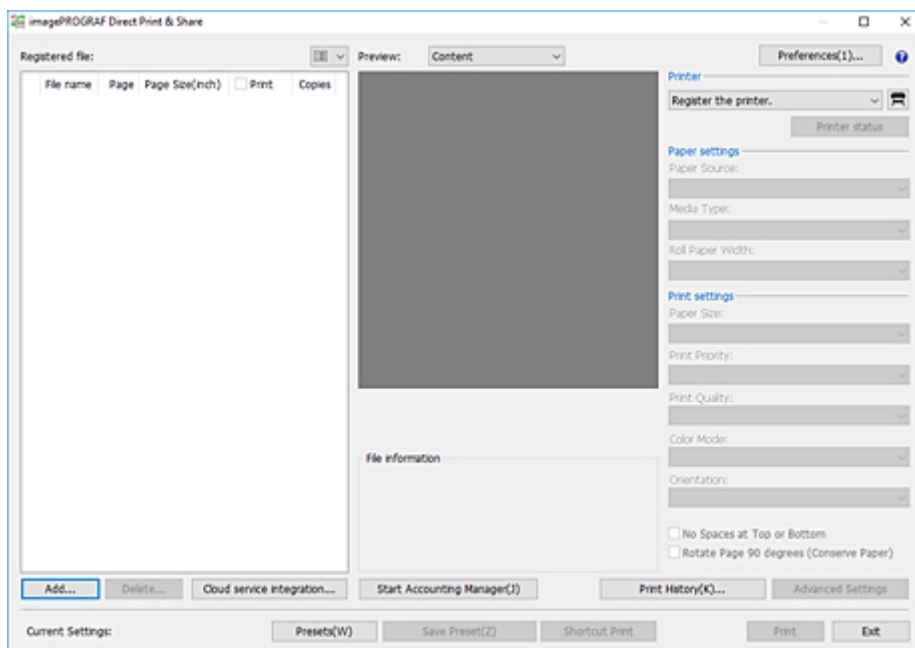
Click **imagePROGRAF Direct Print & Share** on the **Start** screen.

If **imagePROGRAF Direct Print & Share** is not displayed on the **Start** screen, select the **Search** charm, and search **imagePROGRAF Direct Print & Share**.

- For Windows 7 SP1:

From the **Start** menu, click **All Programs > imagePROGRAF Direct Print & Share > imagePROGRAF Direct Print & Share** in that order.

The main screen of **Direct Print & Share** will be displayed.



At initial launch, no printers are added to the main screen.

See "[Add Printers](#)" to add printers you want to use.

»» Note

- When you start Direct Print & Share, the status monitor of the configured printer will automatically start.


If you want to set it so that it does not start, remove the **Start Status Monitor automatically** check box in "[Preferences Dialog Box \(Main Screen\)](#)".

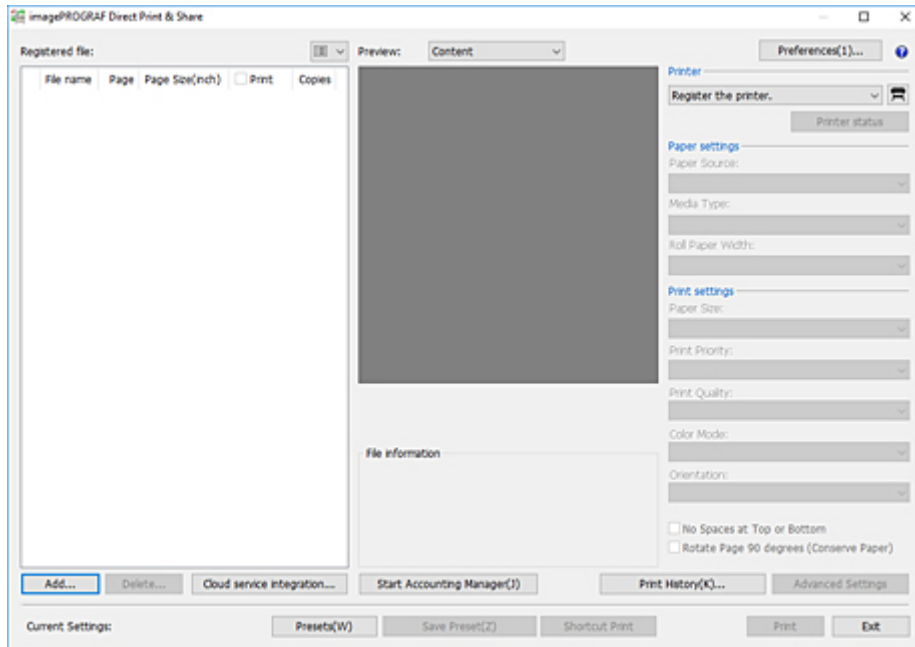
Printing Files

- ▶ **Add Printers**
- ▶ **Add Files to Print**
- ▶ **Confirm Print Layout in Previews**
- ▶ **Configure Print Settings**
- ▶ **Create Shortcut Print Icons**
- ▶ **Printing Files**
- ▶ **Call Frequently Used Settings and Print**
- ▶ **Print from Print History**
- ▶ **Print from AutoCAD**
- ▶ **Limitations When Printing PDF Files**

Add Printers

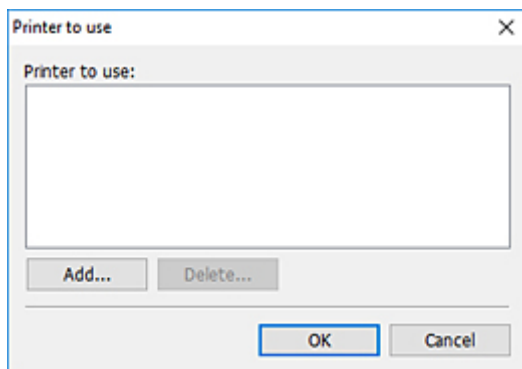
Printers used with Direct Print & Share are added to the **Printer** pull-down menu. Follow the procedure below to add printers to the **Printer** pull-down menu.

1. Click the  button on the main screen.



The **Printer to use** dialog box will open.

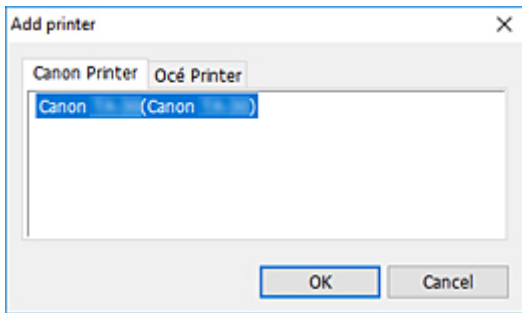
2. Click **Add...**



The **Add printer** dialog box will open.

3. Select your printer

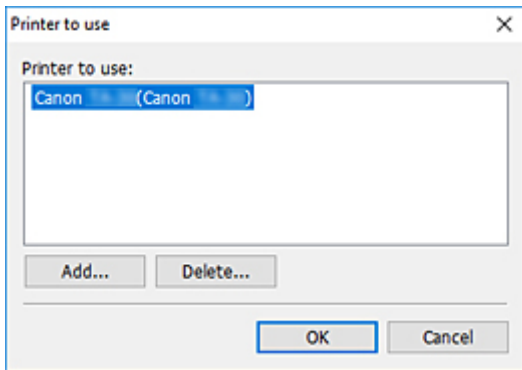
Select the printer installed on your PC from the **Canon Printer** tab, and then click **OK**.



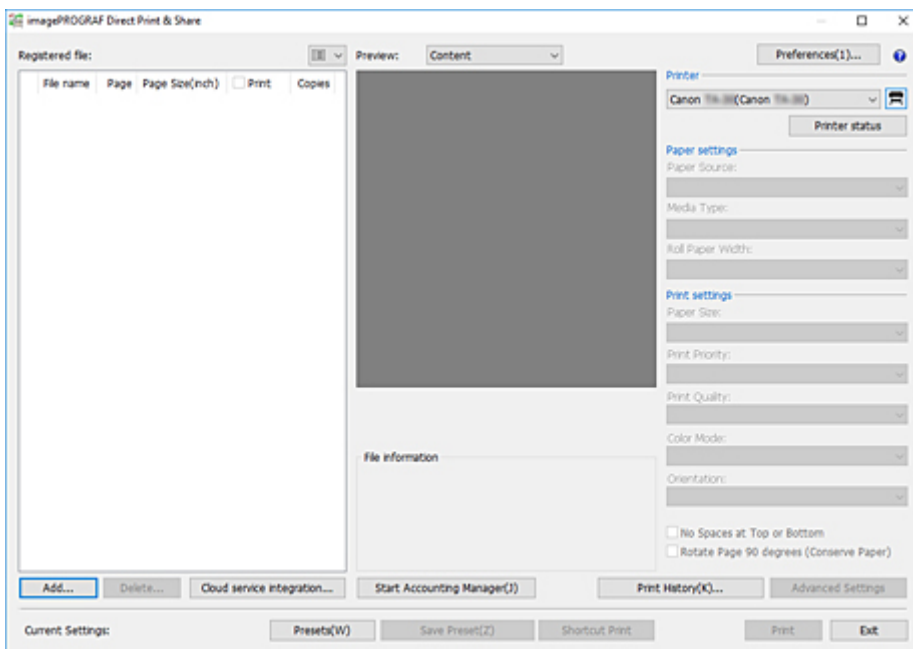
▶▶▶ Note

- Printers with drivers installed on your PC are listed on the **Canon Printer** tab. To add a printer to the list on the **Canon Printer** tab, install the printer driver on your PC.
- When using an Océ printer, select your printer from the **Océ Printer** tab.

4. Confirm that the printer you selected is added to the **Printer to use** dialog box, and then click **OK**.



The printer will be added to the **Printer** pull-down menu.



Add Files to Print

Files you want to print must be added to the **Registered file** list on the main screen.

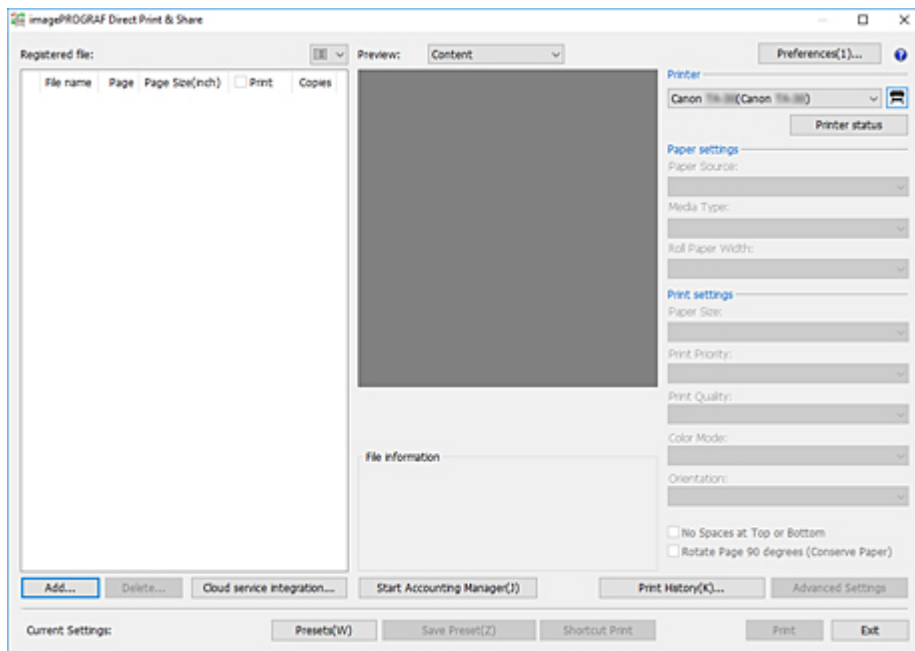
However, if you are printing from the Shortcut Print icon, you can print without adding files.

▶▶▶ Note

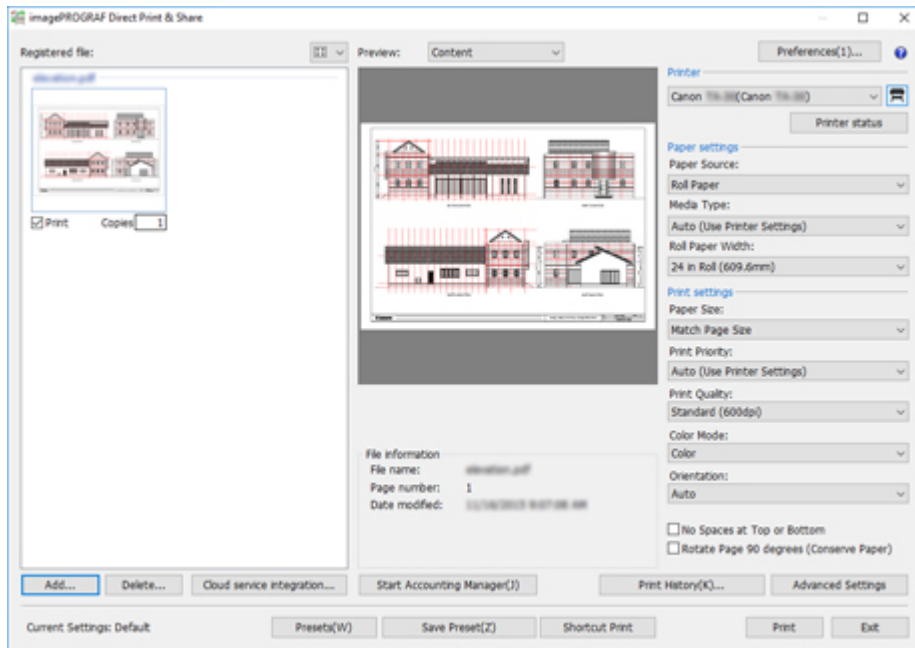
- Similarly, files you want to upload to cloud storage must be added to the **Registered file** list.

Add Files You Want to Print by Dropping Them in the Main Screen

1. Drop files you want to print in the main screen.

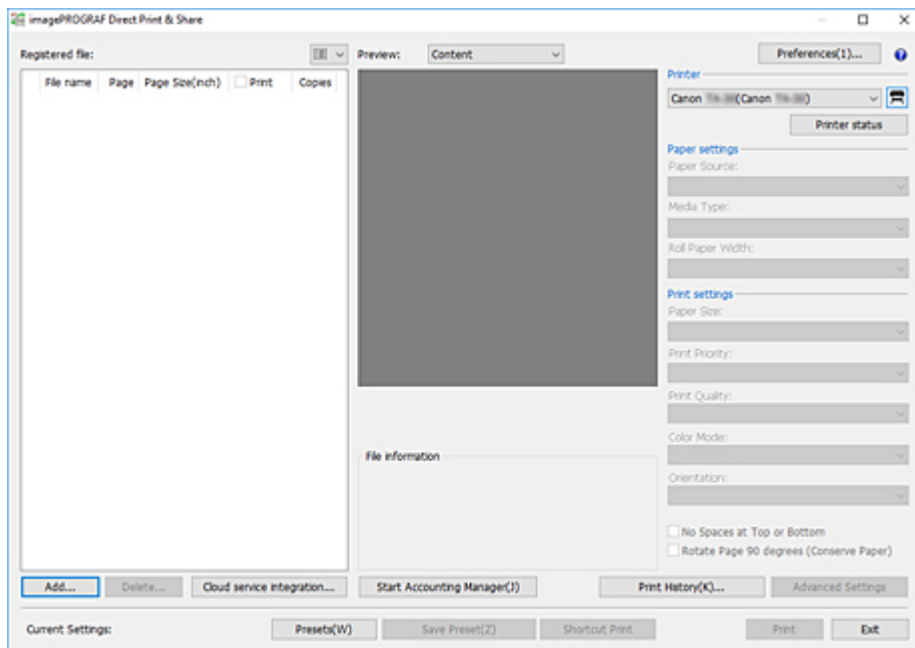


The files will be added to the **Registered file** list.

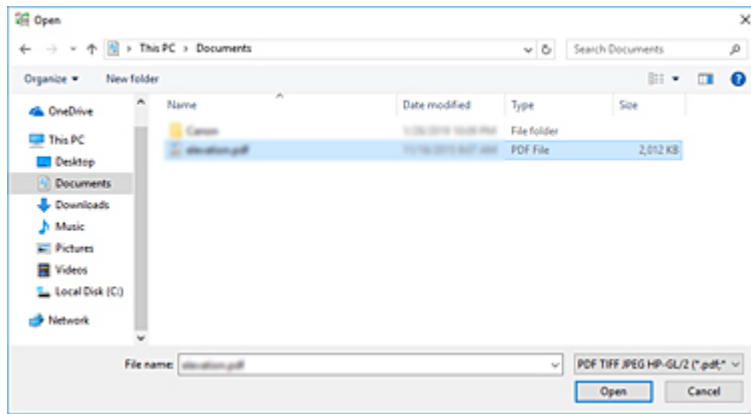


Add Using **Add...** in the Main Screen

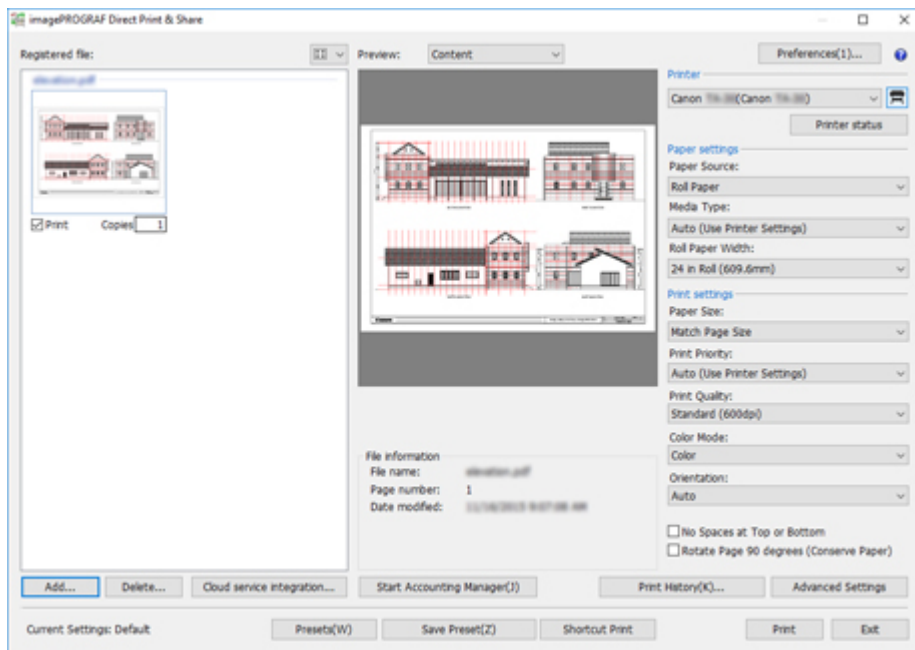
1. Click **Add...**



2. Select the file you want to print, and then click **Open**.

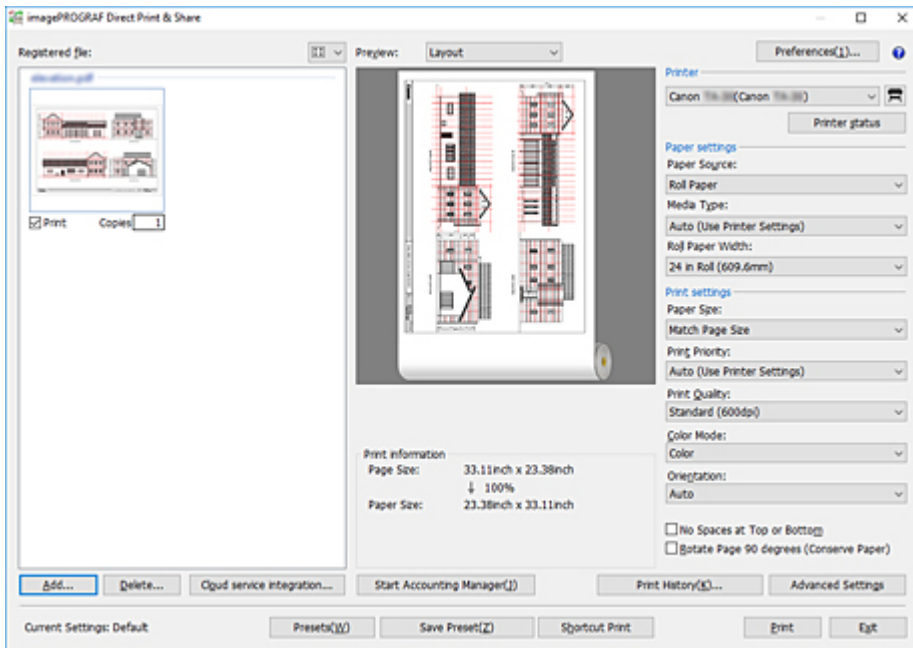


The files will be added to the **Registered file list**.



Confirm Print Layout in Previews

If you select a file in the **Registered file** list, a preview of that file will be displayed in the preview area.



If **Content** is selected in **Preview**, the file name and updated date and time of that file are displayed in **File information**.

If **Layout** is selected in **Preview**, you can confirm how the file layout will be on the sheet as a preview, and information such as document size, output sheet size, and output resolution will be displayed in **Print Information**.

Files in HP-GL/2 format can be previewed only as **Layout** preview under the conditions listed below. The printing position on the sheet is displayed within the preview range, but the actual printing content is not displayed.

- Printer driver version is 4.52 or later.
- Printer connection is enabled when adding files.

►►► Important

- If the document size is out of range of the size that can be configured in the custom size settings of the printer driver, that file or page cannot be previewed or printed. For more information, see **Page Size** in "[Registered file List](#)."

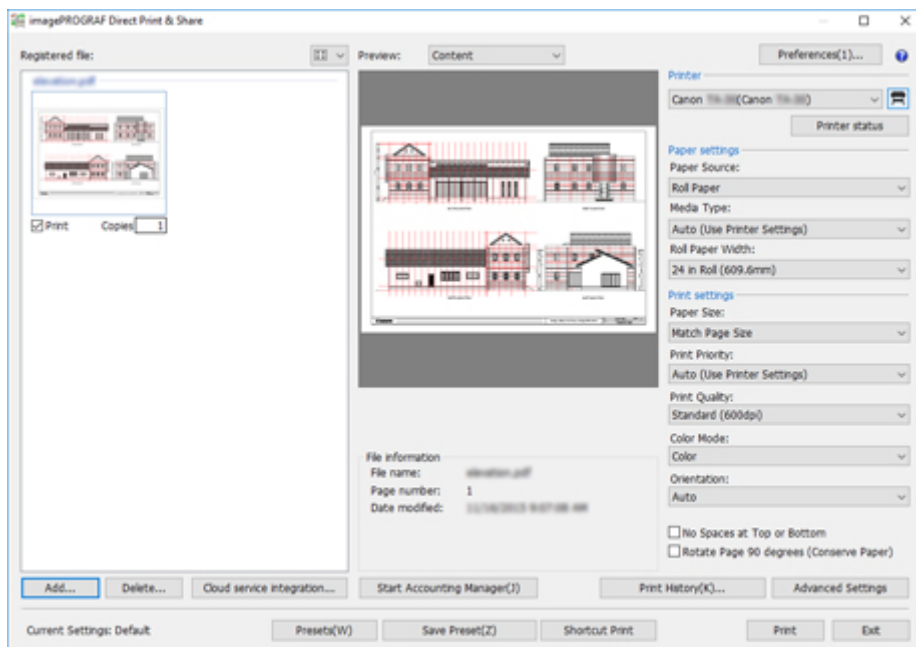
►►► Note

- Only the following print settings are reflected in the Direct Print & Share layout preview: **Enlarged/Reduced Printing**, **Orientation**, **Rotate Page 90 degrees (Conserve Paper)**, **Paper Source**, **Print Centered**, **Rotate 180 degrees**, and **Borderless Printing**. Other settings (such as **2 Pages/Sheet**, **Page Layout**, **Stamp**, and **No Spaces at Top or Bottom**) are not reflected.

Configure Print Settings

Configure settings such as paper feeding methods and printing quality as needed.

1. Configure the required settings in the print settings area on the right side of the main screen.



For print settings that can be configured for HP-GL/2 files, see "[Main Screen](#)."

2. If you want to configure settings that are not in the print settings area, click **Advanced settings**.

Driver properties will open. Configure the required settings, and then close the driver properties screen.

►►► Note

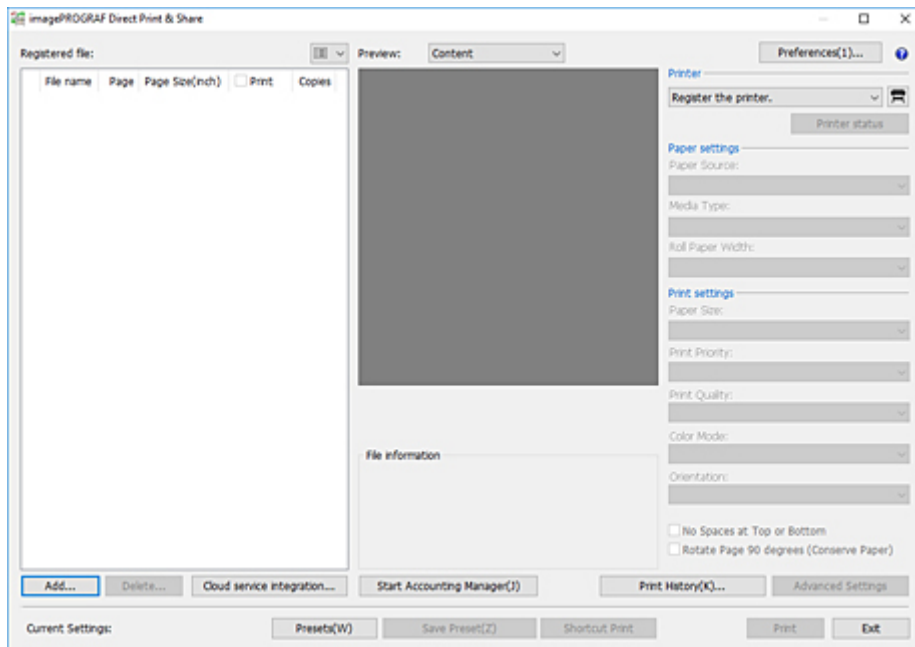
- Multiple files that are printed simultaneously will be printed under the same print settings.
- Only the following print settings are reflected in the Direct Print & Share layout preview: **Enlarged/Reduced Printing**, **Orientation**, **Rotate Page 90 degrees (Conserve Paper)**, **Paper Source**, **Print Centered**, **Rotate 180 degrees**, and **Borderless Printing**. Other settings (such as **2 Pages/Sheet**, **Page Layout**, **Stamp**, and **No Spaces at Top or Bottom**) are not reflected.
- Some functions are not available when using an Océ printer.

Create Shortcut Print Icons

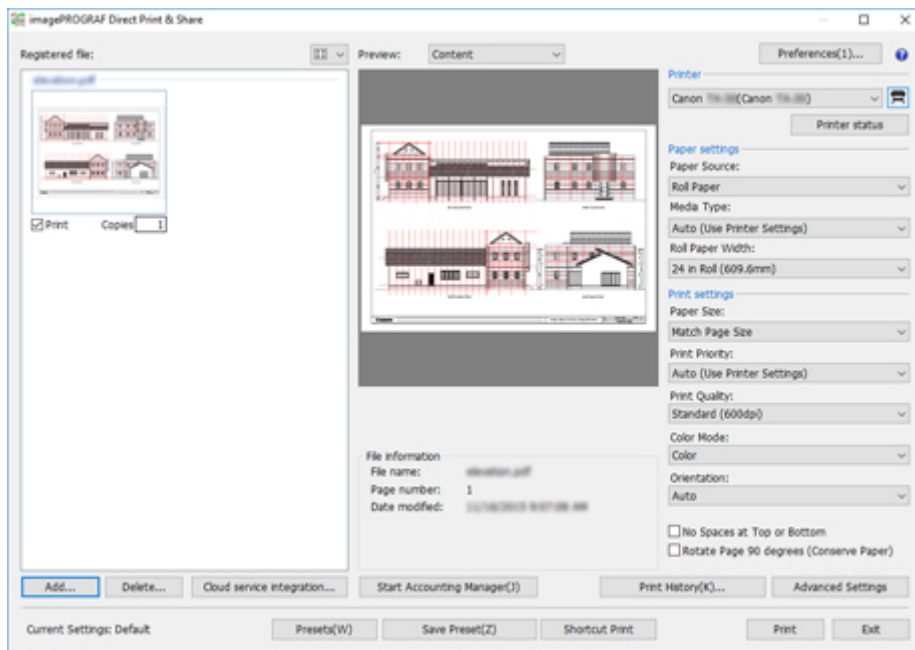
If you drop printing data, you can create icons that can be used for printing.

Follow the procedure below to create Shortcut Print icons.

1. Open the main screen.

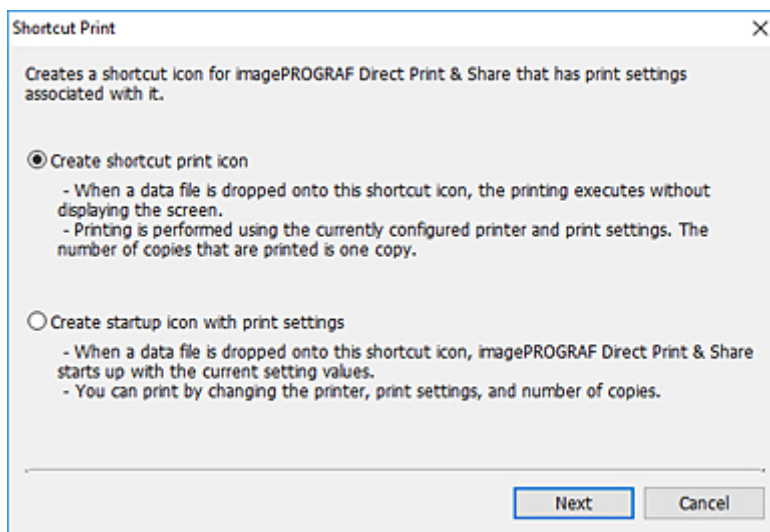


2. Add the files you want to print (see "[Add Files to Print](#)").
3. Select the printer you want to use to print the file in **Printer**.
4. Configure the required settings in the print settings area on the right side (see "[Main Screen](#)").
5. Click **Shortcut Print**.



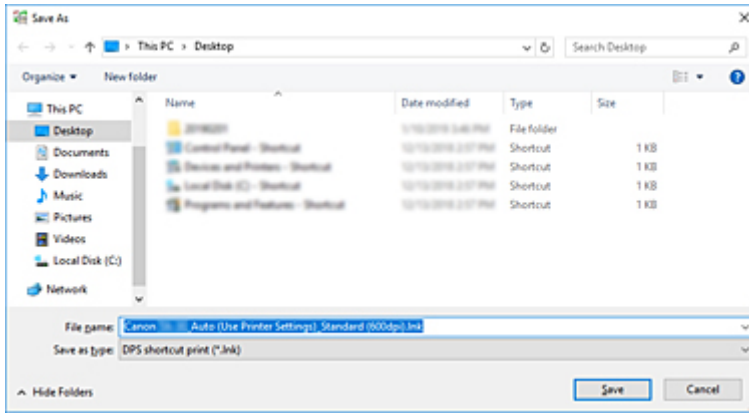
The **Shortcut Print** dialog box will open.

6. Select the icon type you want to create, and then click **Next**.



The Save As Dialog Box will open.

7. Enter the icon name for the icon in **File name**, and then click **Save**.



The icon you created will be added to the folder specified in the Save As Dialog Box.

The icon name in the initial state is as follows:

- "friendly name"_"sheet type"_"printing quality"

If the file format is HP-GL/2, "sheet type" will be "GL2" instead of the sheet type.

▶▶▶ Important

- Do not change the friendly name of the printer used in Shortcut Print.

Printing Files

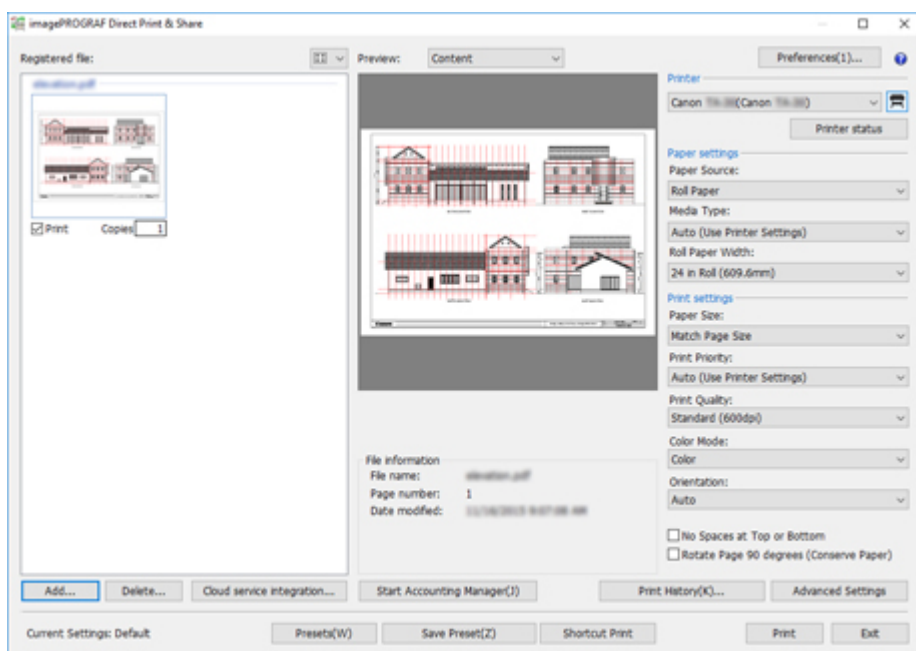
You can print files by starting Direct Print & Share, or by creating a Shortcut Print icon, and dropping a file onto the icon.

If you print using the Shortcut Print icon, you can print files without displaying the Direct Print & Share screen.

You can print files by following the steps below.

Print Files by Starting Direct Print & Share

1. Add a check mark on **Print** for the files you want to print in the **Registered file** list on the main screen.



➤➤➤ Note

- If the added files are displayed as a list, you can add check marks to all files by adding a check mark on the left side of **Print**. If you remove the check mark, the check marks for all files will be removed.

2. Enter the number of copies you want to print for each file.
3. Specify a printer in the **Printer** list, and configure print settings as needed.
4. Click **Print**.

Printing will start with the specified printer.

»» Important

- If the document size is out of range of the size that can be configured in the custom size settings of the printer driver, that file or page cannot be previewed or printed. For more information, see **Page Size** in "[Registered file List](#)".

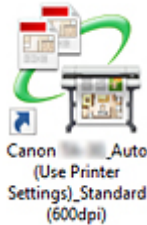
»» Note

- Multiple files that are printed simultaneously will be printed under the same print settings.

Print by Dropping a File on the Shortcut Print Icon

You must create a Shortcut Print icon beforehand. For instructions on how to create Shortcut Print icons, see "[Create Shortcut Print Icons](#)".

1. Drop a file on the Shortcut Print icon.



Printing status can be confirmed on the status monitor. If you want to stop printing while printing is in progress, stop the printing in the status monitor.

When using an Océ printer, you can check the print status or cancel printing from the Remote UI.

»» Note

- If the status monitor is not automatically displayed, perform the following settings in the status monitor:
 - If the status monitor displays the **Printer Status** sheet:

Select **Display Options** from the **Option** menu, and in the **Display Options** dialog box that is displayed, add a check mark on **Start when Printing is Started** and select **Display Pop-up Window**.
 - If the status monitor does not display the **Printer Status** sheet:

Select **Enable Status Monitor** and **Always Display Current Job** in the **Option** menu.
- If the status monitor is not automatically displayed even after performing these settings, display it from the start menu or task bar.
- If you want to display the status monitor on the taskbar when you start Windows, perform the following settings in the status monitor:
 - Only if the status monitor displays the **Printer Status** sheet:

Select **Display Options** from the **Option** menu, and in the **Display Options** dialog box that is displayed, add a check mark on **Start when Windows is Started** and select **Display Icon in Taskbar**.

- For detailed information, see the status monitor help.

Printing results are exported to the report file.

Report files are created in "\\Canon\imagePROGRAF Direct Print & Share\Shortcut Print\Reports" of **Documents** or **My Documents**.

The report file name is "ipfdps_sp_report.txt".

If the report file exceeds 10 MB, one backup file of "ipfdps_sp_report_back.txt" will be created.

►► Important

- Please do not move or delete the file you want to print until printing is complete.

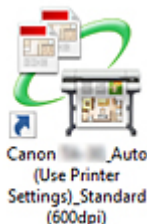
►► Note

- One copy will be printed.
- Files other than PDF, TIFF, JPEG, and HP-GL/2 will not be printed.
- If you drop a HP-GL/2 file on an icon for printing PDF, TIFF, or JPEG, **Print Quality** will be printed as **Printer Default**. If you drop a PDF, TIFF, or JPEG file on an icon for printing HP-GL/2, it will be printed under the initial settings of the printer driver set at the time the Shortcut Print icon was created.
- If multiple files are selected, the order in which files are printed depends on the OS. If you want to print in a specific order, drop one file at a time.
- If you select many files, you may encounter an error depending on the length limitations of the selected file names. If this happens, reduce the number of selected files, and then drop them.

Print by Dropping a File on the Start Icon with Print Settings Attached

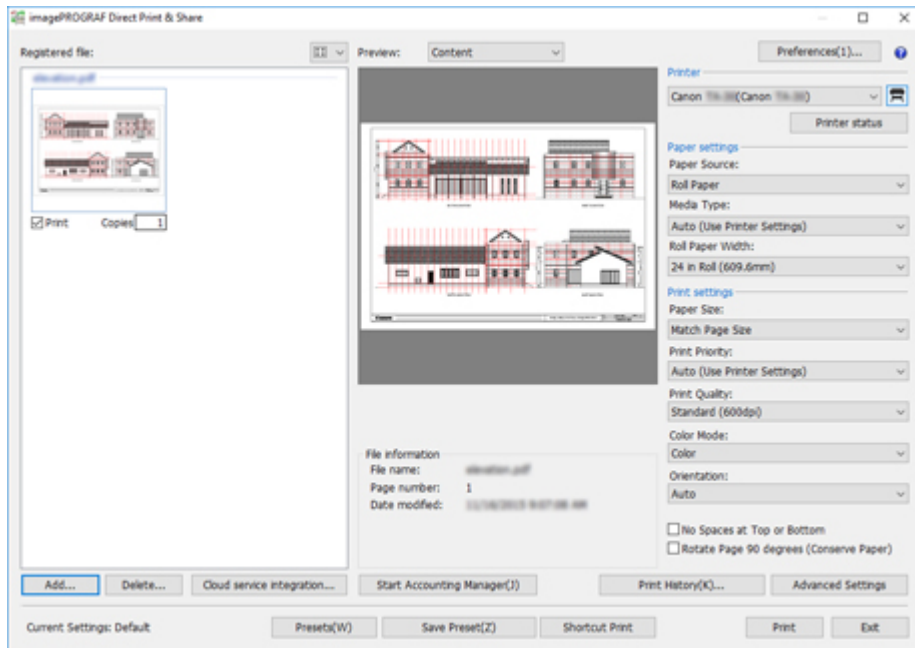
You must create a Start icon with print settings attached beforehand. For instructions on how to create Start icons with print settings attached, see "[Create Shortcut Print Icons](#)".

1. Drop a file on the Start icon with print settings attached.



The main screen of Direct Print & Share will start.

2. Enter the number of copies you want to print for each file.



3. Specify a printer in the **Printer** list, and configure print settings as needed.

4. Click **Print**.

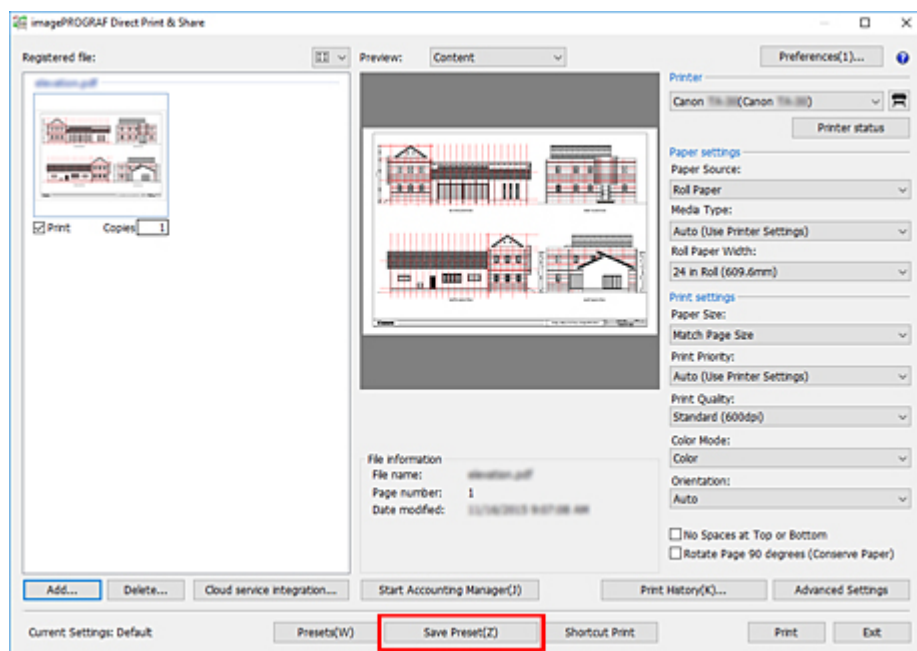
Printing will start with the specified printer.

Call Frequently Used Settings and Print

You can save the current settings of Direct Print & Share, or replicate saved settings for the current settings.

Save Frequently Used Settings

1. Configure the required settings in the print settings area on the right side of the main screen.



2. Click **Save Preset**.

The [Preset Name dialog box](#) will be displayed.

3. Enter the name of the settings you want to save in **Preset Name**.

4. Click **OK**.

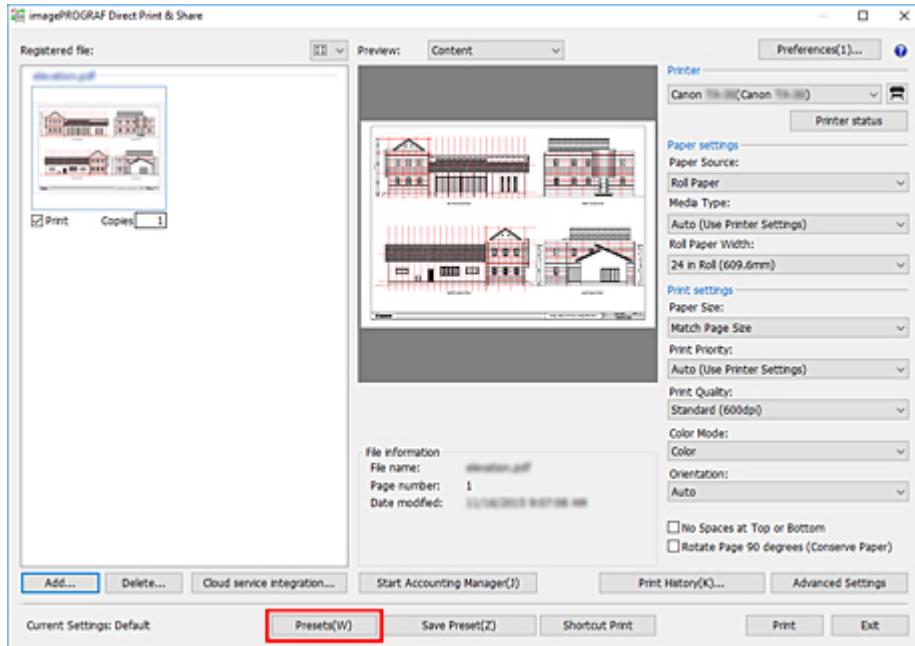
The current settings will be saved as the specified name.

▶▶▶ Note

- You can save up to 500 print settings.
- The setting items that can be saved are **Printer**, **Paper settings**, and **Print settings**.
- Files that are in tiff/jpeg/PDF formats, and HP-GL/2 format files have different saved items for frequently used settings. Therefore, if you are printing in a file format that is different from when you saved it, you cannot replicate frequently used settings.
- Depending on the printer you are using, the item differs from when you saved it, so the settings content cannot be replicated.

Call Frequently Used Settings and Print

1. Click **Presets** on the main screen.



The [Presets dialog box](#) will be displayed.

2. Select the settings you want to call from the **Preset Name** file list.

➤➤➤ Note

- Click **Delete** to delete the selected settings.

3. Click **Apply**.

The specified settings will be replicated on the main screen.

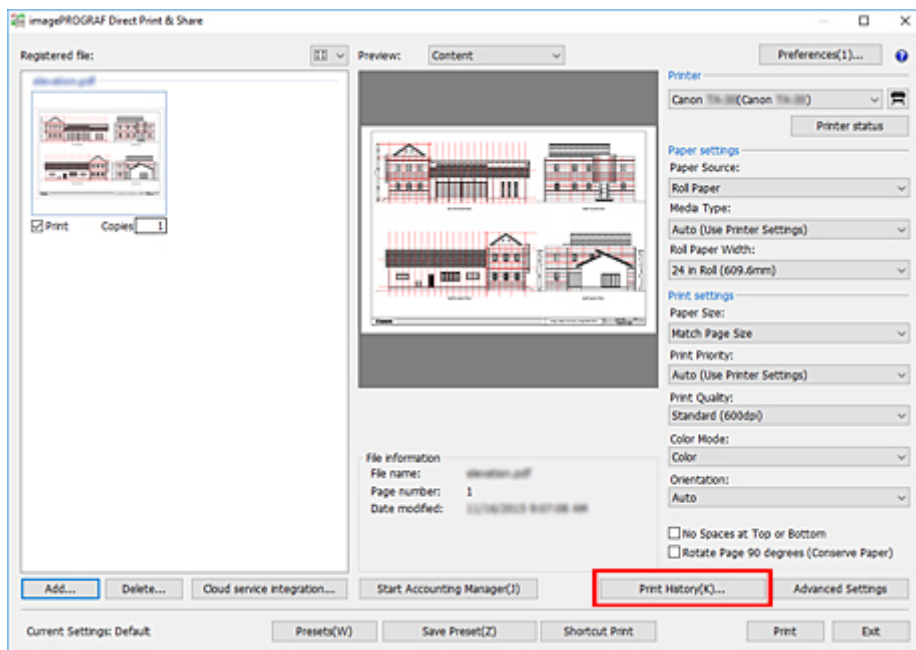
4. Click **Print**.

Printing will start.

Print from Print History

You can browse through your print history and print the same file with the same settings.

1. Click **Print History...** on the main screen.



The [Print History dialog box](#) will be displayed.

2. Select the item you want to print from the print history list.

▶▶▶ Note

- Click **Delete** to delete the selected print history items.

3. Click **Apply**.

The specified print history item will be replicated on the main screen.

4. Click **Print**.

Printing will start.

▶▶▶ Important

- If the file you printed in the past is deleted, you cannot print it from the history.
- You can configure how long print history is saved in the **Save History For** pull-down menu in the **Print History** dialog box.
History that is older than the retention period is automatically deleted.

Print from AutoCAD

If you install Direct Print & Share on a PC with Autodesk's CAD software AutoCAD installed, the Direct Print & Share plugin will be added to AutoCAD.

Start Direct Print & Share from AutoCAD to easily print drawings or upload to cloud storage.

»» Note

- The AutoCAD plugin is available for AutoCAD 2008 or later.

If you install AutoCAD 2011 or earlier after installing Direct Print & Share, the AutoCAD plugin will not be added to AutoCAD. Reinstall Direct Print & Share to add the AutoCAD plugin.

1. Open a drawing in AutoCAD

»» Note

- It will open in AutoCAD's **Layout** space. The AutoCAD plugin cannot be used from the **Model** space.

2. Click **Print and Preview** from the AutoCAD ribbon menu or the menu displayed by right-clicking.

»» Note

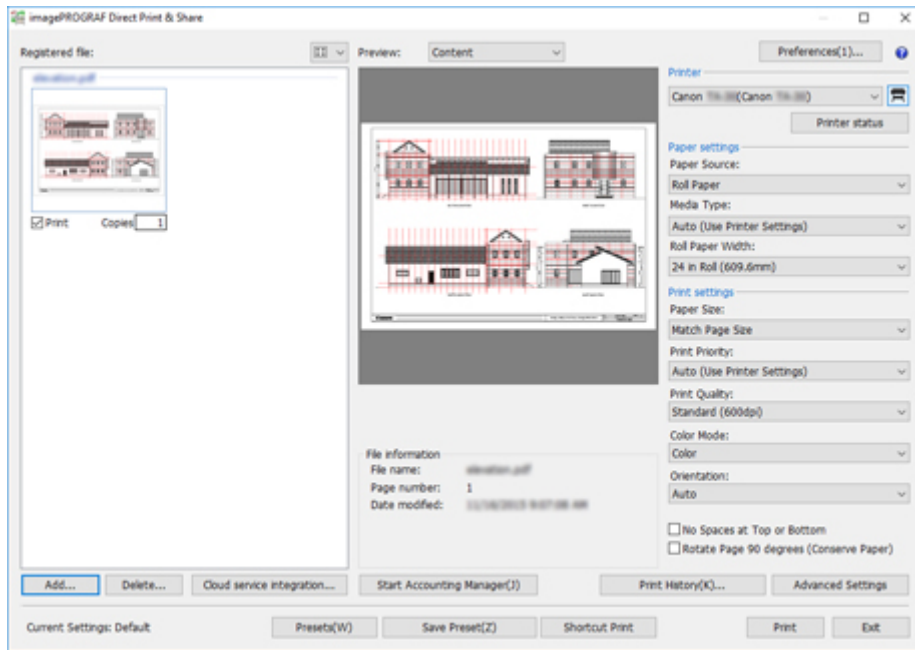
- AutoCAD 2008 does not have a ribbon menu.

A PDF file containing the layout of the open drawing will be generated, and Direct Print & Share will start.

»» Note

- If you want to change the layout of the PDF file, change the layout of the drawing in AutoCAD, and click **Print and Preview** again.

3. Confirm that the PDF file generated from the AutoCAD drawing is displayed in the **Registered file** list on the Direct Print & Share main screen.



The generated PDF file can be printed or uploaded to cloud storage.

Limitations When Printing PDF Files

These are limitations that apply when using Direct Print & Share to print PDF files that contain the below image processing.

Caution is needed when using Direct Print & Share to print PDF files created with Adobe Illustrator and other applications for graphical purposes.

- Transparency processing
Transparency will not be processed as intended.
- Drop shadows
Drop shadow effects (shadow effects applied to text, shapes, etc.) applied to objects placed on rectangles with transparency processing will not be processed correctly.
- Overprinting
The overlaying parts of images will not be printed as intended.
- Knockouts
Knockouts (cutting out parts where images overlap) will not be processed properly.
- PDF with security settings
Cannot be printed.
- 16-bit data or JPEG 2000 image data with transparency settings
Images cannot be printed.
- JBIG2 image data
Images cannot be printed.
- PostScript data
Images cannot be printed.
- Halftone
Cannot be printed.
- Data with comments added
Images cannot be printed if there is no data for displaying comments.
- Font substitution function not supported
It is recommended to use embedded fonts.

Using Cloud Storage

- **Add WebDAV-Compatible Cloud Storage**
- **Log in to the Cloud Service**
- **Download Files from Cloud Storage**
- **Upload Files to Cloud Storage**
- **Share Files with Other Users (Google Drive Only)**

Add WebDAV-Compatible Cloud Storage

Follow the procedure below to add WebDAV-compatible cloud storage.

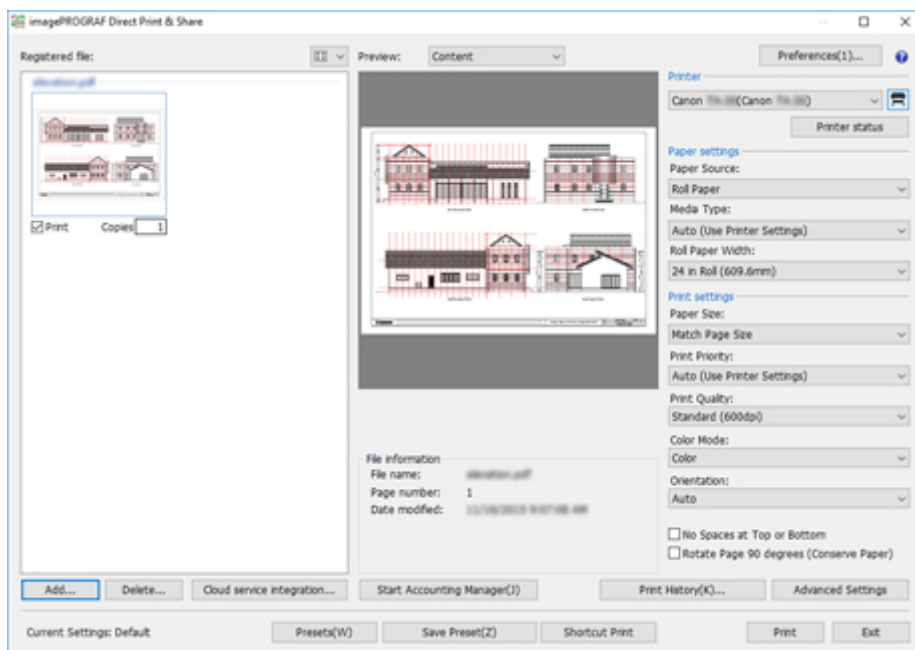
Important

- If you want to use a cloud service, you must create an account for that cloud service beforehand.

Note

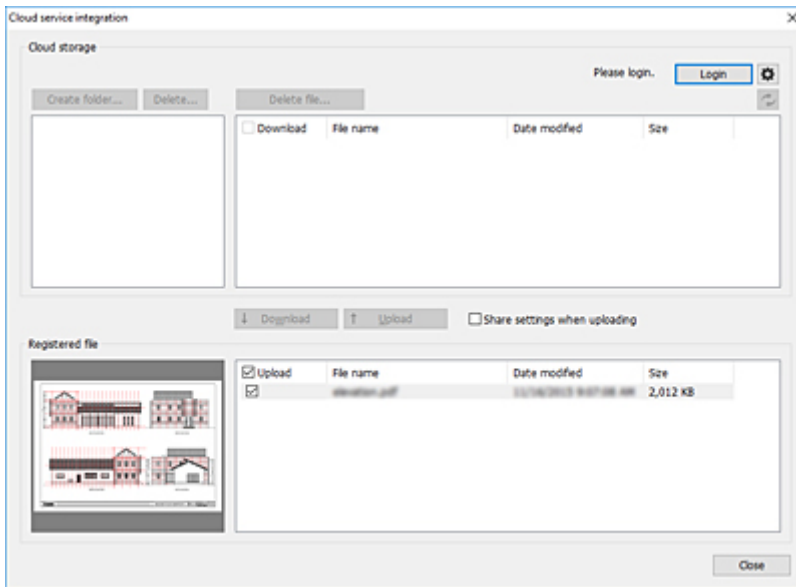
- The following cloud storage services are supported: "Google Drive", "HOME-BOX2", and WebDAV-compatible cloud storage.
 - "HOME-BOX2" is a cloud storage service provided by Canon Marketing Japan Inc. for the Japan domestic market.
 - Access to cloud storage for services other than "Google Drive" and "HOME-BOX2" is not guaranteed.

1. Click **Cloud service integration...** on the main screen.



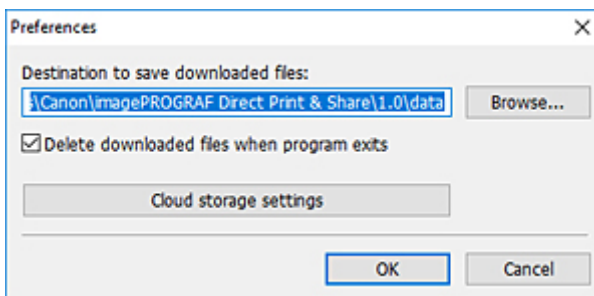
The **Cloud service integration** dialog box will open.

2. Click the  button on the **Cloud service integration** dialog box.



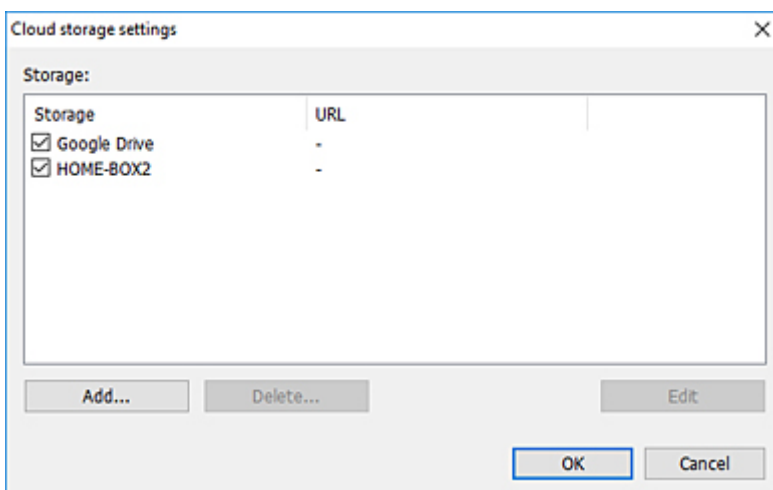
The **Preferences** dialog box will open.

3. Click Cloud storage settings.



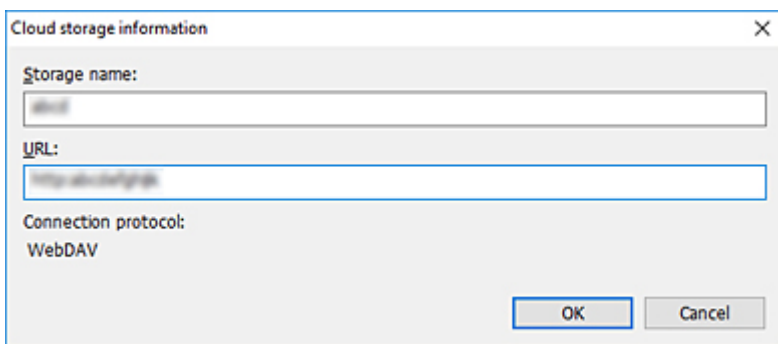
The **Cloud storage settings** dialog box will open.

4. Click Add....



The **Cloud storage information** dialog box will open.

5. Enter the cloud storage name in **Storage name** and the URL for connecting to WebDAV in **URL** and then click **OK**.



Cloud storage information

Storage name:
cloud

URL:
http://cloud.gov

Connection protocol:
WebDAV

OK Cancel

The added cloud storage can now be selected in the **Cloud storage selection** dialog box.

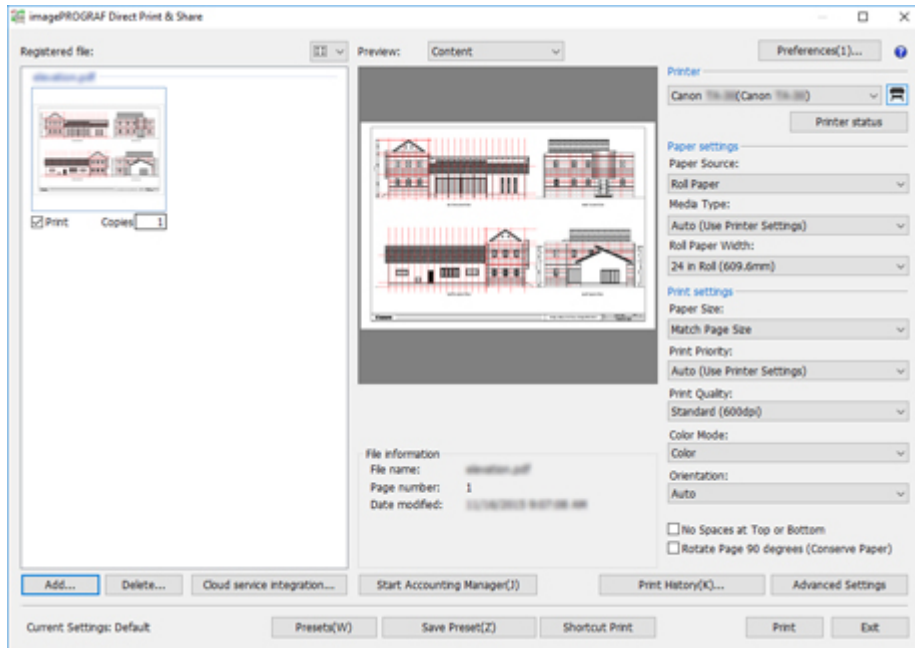
Log in to the Cloud Service

If you want to download files from cloud storage or upload files to cloud storage, log in to the cloud service first.

You must create an account for that cloud service beforehand.

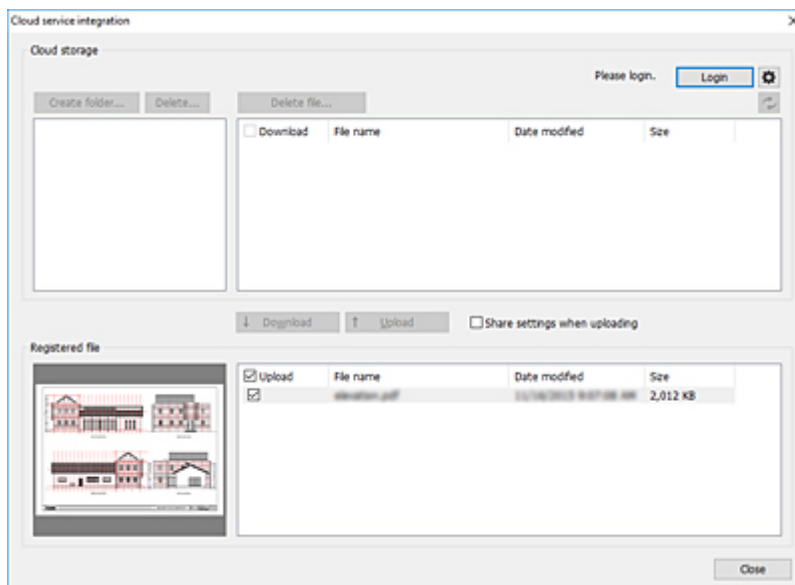
If Using Google Drive

1. Click **Cloud service integration...** on the main screen.



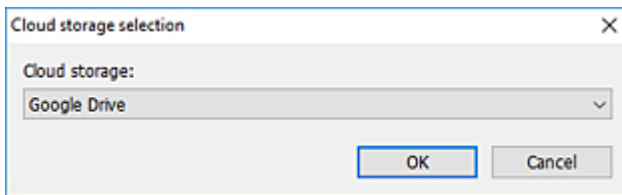
The **Cloud service integration** dialog box will open. (See "[Cloud service integration Dialog Box](#)".)

2. Click **Login**.



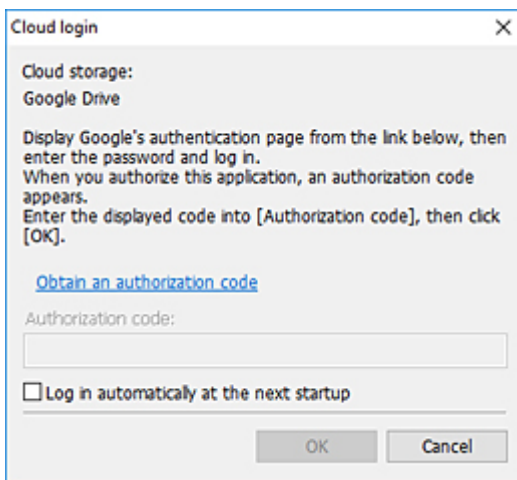
The **Cloud storage selection** dialog box will open.

3. Select **Google Drive**, and then click **OK**.



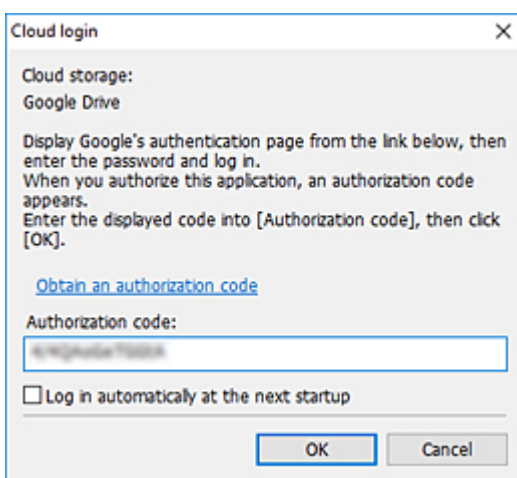
The **Cloud login** dialog box will open.

4. Click **Obtain an authorization code**.



Your web browser will start, and the Google Account sign-in page will be displayed.

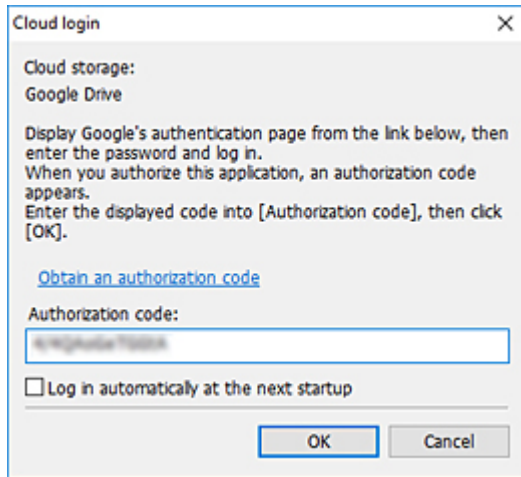
5. Sign in to your Google Account.
6. Follow the displayed instructions and authorize data usage for Google Drive.
7. Enter the displayed code into **Authorization code** in the **Cloud login** dialog box.



▶▶▶ Note

- If you add a check mark to **Log in automatically at the next startup** in the **Cloud login** dialog box, you can log in without going through steps 4 to 7 from the next time onwards.

8. Click **OK**.

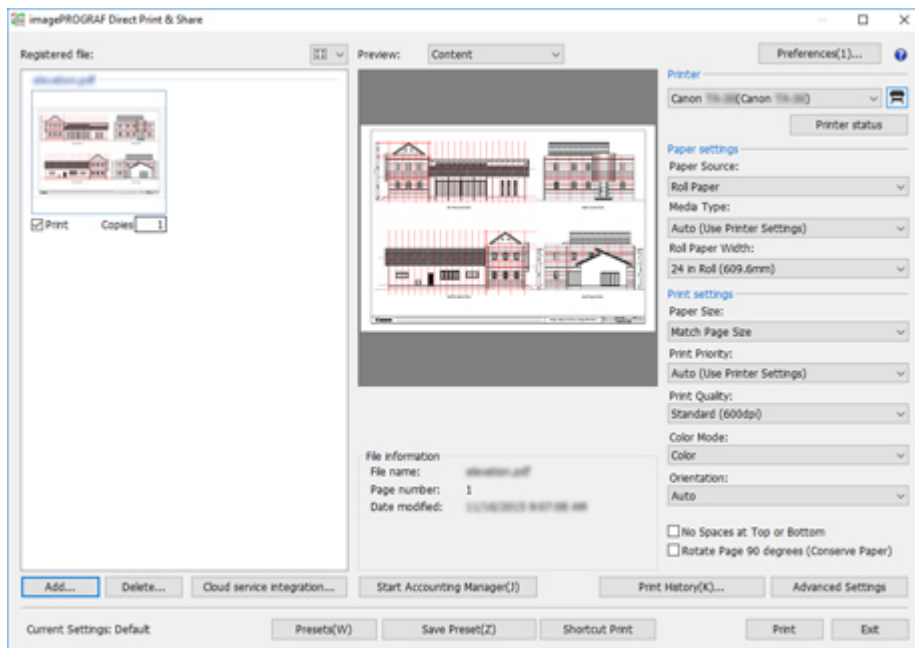


▶▶▶ Note

- If proxy authentication is required, the **Proxy authentication** dialog box will be displayed. Enter the username and password of the proxy server set in Windows, and perform proxy authentication.

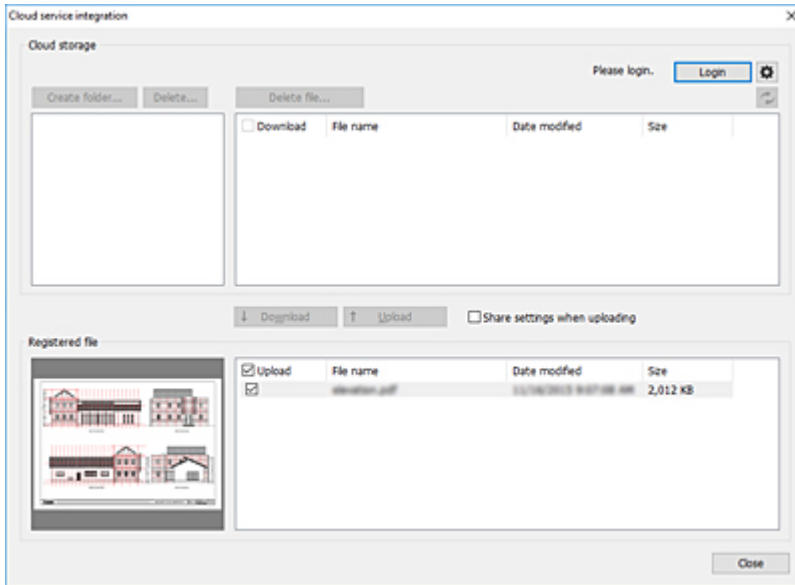
If Using a Cloud Service Other Than Google Drive

1. Click **Cloud service integration...** on the main screen.



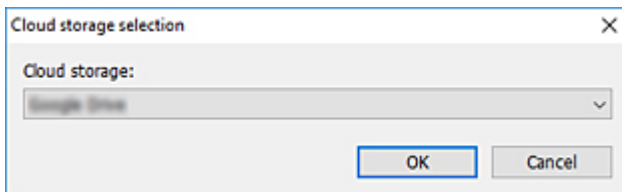
The **Cloud service integration** dialog box will open. (See "[Cloud service integration Dialog Box](#)".)

2. Click Login.



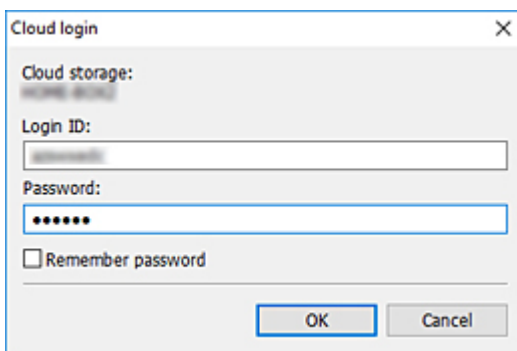
The **Cloud storage selection** dialog box will open.

3. Select the cloud storage you want to log in to, and then click OK.



The **Cloud login** dialog box will open.

4. Enter the login ID and password for the cloud service account displayed in Cloud storage, and then click OK.



➤➤➤ Note

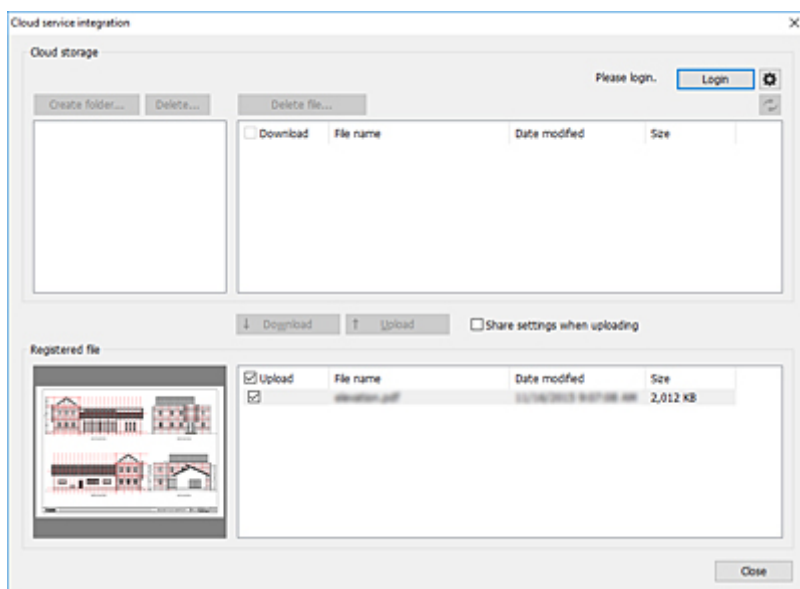
- If proxy authentication is required, the [Proxy authentication dialog box](#) will be displayed.

Enter the username and password of the proxy server set in Windows, and perform proxy authentication.

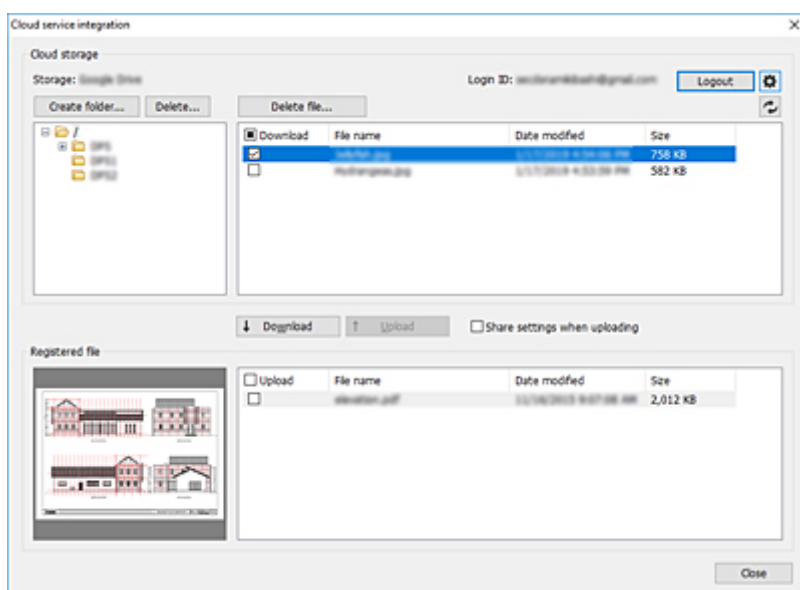
Download Files from Cloud Storage

Follow the procedure below to download files from cloud storage.

1. Log in to the cloud service (see "[Log in to the Cloud Service](#)").



2. Add a check mark to **Download** on the file you want to download in **Cloud storage**.



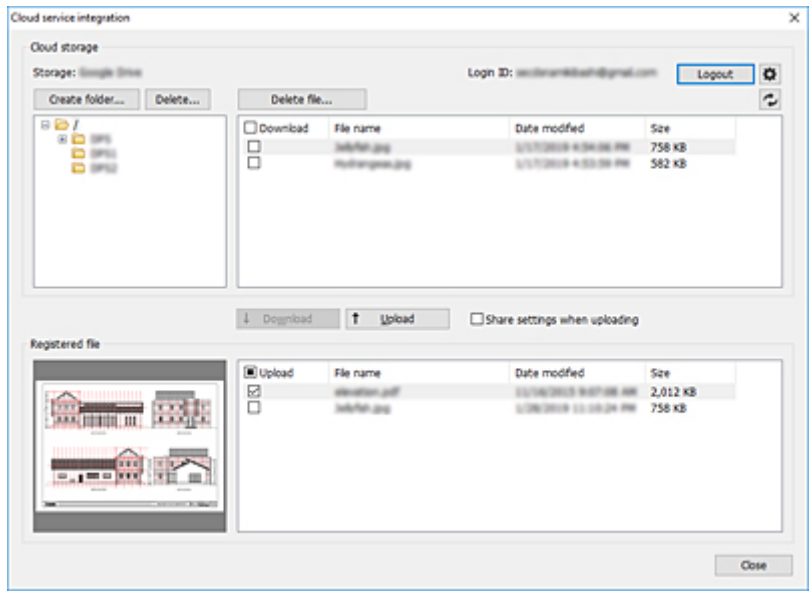
➤➤➤ Note

- You can select multiple files.

3. Click **Download**.

The **Download** dialog box will be displayed, and the download will start.

Once the download completes, the downloaded files will be added to the **Registered file** list.

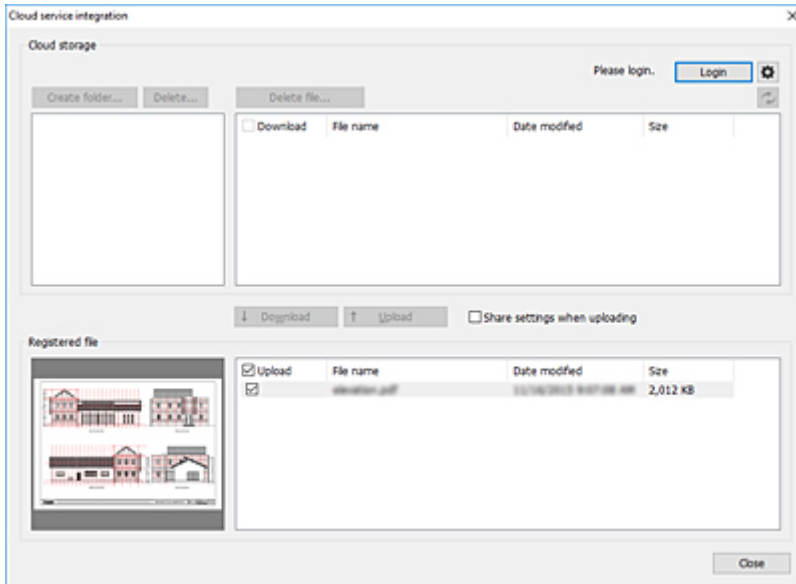


Upload Files to Cloud Storage

Follow the procedure below to upload files to cloud storage.

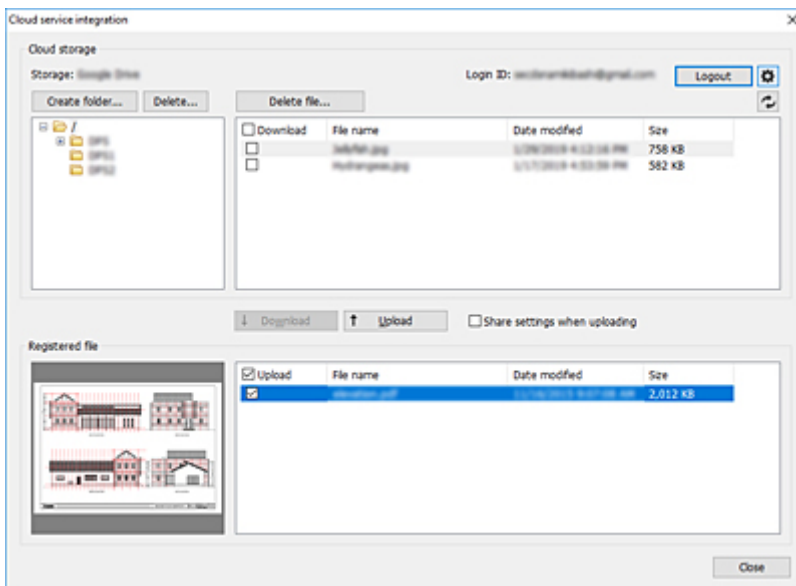
Files you want to upload to cloud storage must be added to the **Registered file** list. (See "[Add Files to Print](#)".)

1. Log in to the cloud service (see "[Log in to the Cloud Service](#)").



If you want to share the files you upload with other users, add a check mark to **Share settings when uploading**.

2. Add a check mark on **Upload** for the files you want to upload in the **Registered file** list.



➤➤➤ Note

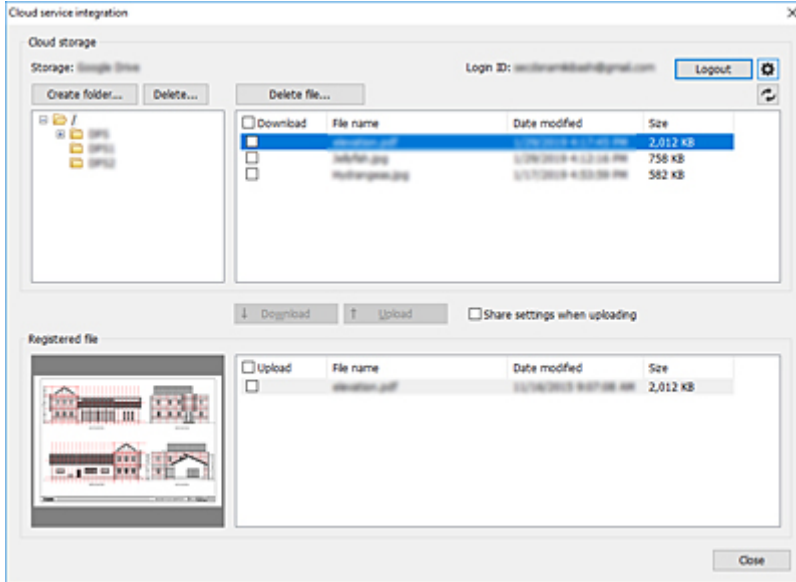
- You can select multiple files.

3. Click **Upload**.

If you add a check mark on **Share settings when uploading**, the **Share settings** dialog box will open. Configure the settings as needed. (See "[Share Files with Other Users \(Google Drive Only\)](#)".)

The **Upload** dialog box will be displayed, and the upload will start.

Once the upload completes, the uploaded files will be added to **Cloud storage**.

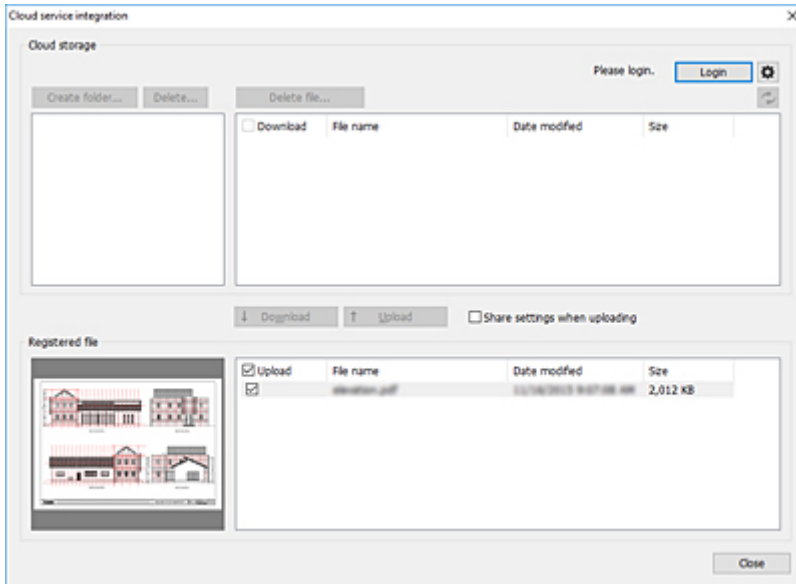


Share Files with Other Users (Google Drive Only)

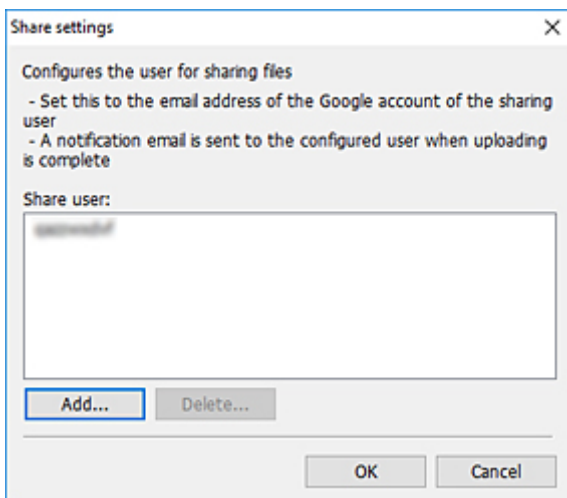
Files uploaded to the cloud storage in Google Drive can be shared with other users.

Follow the procedure below to set the users with whom you want to share files. Users you set will be able to view uploaded files once the uploads are complete.

1. Log in to the cloud service (see "[Log in to the Cloud Service](#)").



2. Add a check mark to **Share settings when uploading**.
3. Add a check mark on **Upload** for the files you want to upload, and then click **Upload**.
The **Share settings** dialog box will open.
4. You can add users with whom you want to share the files you upload to the **Share user** list.



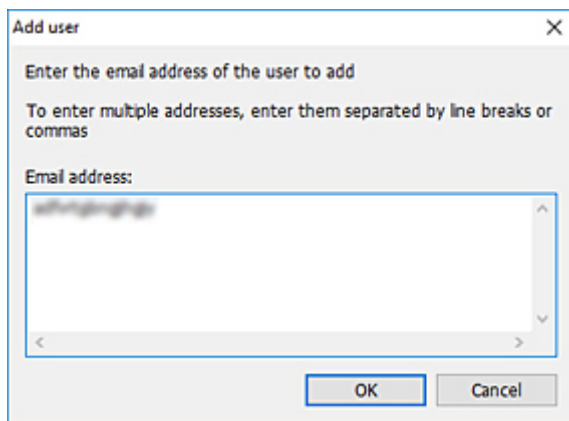
»» Note

- If you open the **Share settings** dialog box, the users you added previously will be displayed in the **Share user** list.
- If you want to delete users from the **Share user** list, select the user you want to delete, and then click **Delete....**

5. If you want to add users with whom you want to share files, click **Add....**

The **Add user** dialog box will open.

6. Enter the Google Account email address of the user with whom you want to share files.



»» Note

- You can enter multiple email addresses. If you want to enter multiple email addresses, separate them using commas.

7. Click **OK**.

Email addresses you add will be displayed in the **Share user** list of the **Share settings** dialog box.

8. Click **OK**.

The **Upload** dialog box will be displayed, and the upload will start.

Once file uploads are complete, notification emails will be sent to the users you have set.

If You're Having Trouble

Shortcut Prints do not get printed in order

Your files may not print in the order you selected due to OS specifications.

If you want to print files in order, drop the files one by one and print.

I want to continue using the Shortcut Print icon even after buying a new printer

If the new printer you purchase is the same model, you can continue using the Shortcut Print icon as long as you don't change the friendly name you are using.

I want to confirm the results of Shortcut Prints

Shortcut Print results are exported to report files.

Report files are created in "\Canon\imagePROGRAF Direct Print & Share\Shortcut Print\Reports" of **Documents** or **My Documents**.

The report file name is "ipfdps_sp_report.txt".

The top, bottom, left, and right edges of the images are not being printed

Set the **Paper Size** to something other than **Match Page Size** on the main screen, and then print.

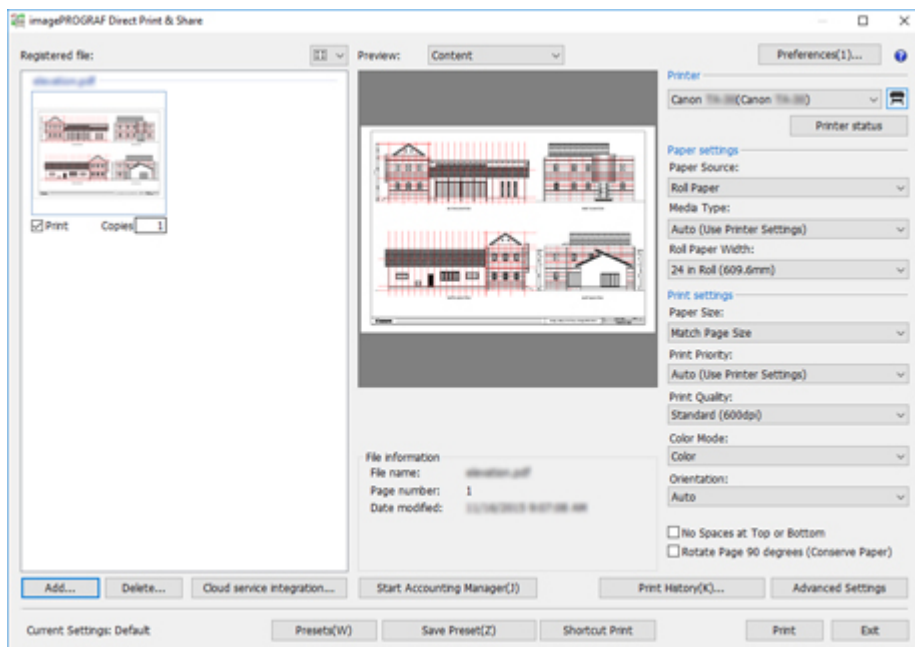
Direct Print & Share Screen Descriptions

► Main Screen

- Registered file List
- Cloud service integration Dialog Box
 - Cloud storage selection Dialog Box
 - Cloud login Dialog Box
 - Proxy authentication Dialog Box
 - Preferences Dialog Box (Cloud Service Link)
 - Cloud storage settings Dialog Box
 - Cloud storage information Dialog Box
 - Share settings Dialog Box
 - Add user Dialog Box
- Preferences Dialog Box (Main Screen)
- Printer to use Dialog Box
 - Add Printer to use Dialog Box
- Print History Dialog Box
- Presets Dialog Box
- Preset Name Dialog Box
- Shortcut Print Dialog Box
 - Save As Dialog Box

Main Screen

You can specify files and print them on the Direct Print & Share main screen. The main screen consists mainly of the **Registered file** list area on the left side, the preview area in the middle, and the print settings area on the right side.



Note

- You can maximize the Direct Print & Share screen to fill the screen on your PC. By clicking on the top-right, you can make it easier to check the content of the **Registered file** list and the preview area in the center.

Registered file list

Add files you want to print to this list. For more information, see "[Registered file List](#)".

Button

Click this button if you want to switch the **Registered file** list display method.

You can switch between thumbnail display and text display.

Add...

Click this button if you want to add files to the **Registered file** list. For information on how to add files, see "[Add Files to Print](#)".

Delete...

If you want to delete files from the **Registered file** list, select the files you want to delete, and then click this button.

Cloud service integration...

The **Cloud service integration** dialog box will open. It is used when downloading files from cloud storage or uploading files to cloud storage.

For more information, see "[Cloud service integration Dialog Box](#)".

Preview

Preview of the file selected in the **Registered file** list is displayed.

Select **Content** from the pull-down menu to display the file image. Information such as file name and updated date and time of the file are displayed in **File information**.

Select **Layout** to display what the sheet layout will look like when printed. Information such as configured document size and output sheet size are displayed in **Print Information**.

»»» Note

- HP-GL/2 files can only be previewed in **Layout** preview.

Start Accounting Manager

Starts the Accounting Manager. Accounting Manager is a software program that constantly communicates with managed printers to collect job logs.

The collected job logs are saved to the hard disk of your computer, which you can use to calculate total printing costs and for other purposes.

Preferences

The **Preferences** dialog box will open. It is used for setting automatic launch of the status monitor, using the driver's internal spool processing function, and inserting blank pages.

For more information, see "[Preferences Dialog Box \(Main Screen\)](#)".

Printer

Select the printer you want to use to print files.



Button

Click this button to add a printer to the **Printer** pull-down menu. For information on how to add printers, see "[Add Printers](#)".

Printer status

The status monitor of the selected printer will start, and the status of the print job can be confirmed.

When using an Océ printer, Remote UI will open allowing you to check the printing progress.

»»» Note

- For detailed information, see the status monitor help.

Paper settings

You can configure the following printer driver settings: **Paper Source**, **Media Type**, and **Roll Paper Width**.

This cannot be configured when HP-GL/2 files are selected.

Print settings

You can configure the following printer driver settings: **Paper Size**, **Print Priority**, **Print Quality**, **Color Mode**, **Orientation**, **No Spaces at Top or Bottom**, and **Rotate Page 90 degrees (Conserve Paper)**.

Only **Print Quality** can be configured when HP-GL/2 files are selected.

»»» Important

- If **Paper Size** is set to something other than **Match Page Size**, the image will be enlarged or shrunk to match the printing area of the output sheet size, and then printed.

»»» Note

- For information on each of the setting items of the printer driver, see the printer driver help.

- **Auto** in **Orientation** cannot be configured in driver properties. If you select **Auto**, the appropriate orientation for each page will be automatically configured.

Print History...

Click this button to browse through your print history and print. For information on how to print from print history, see "[Print from Print History](#)".

Advanced settings

Driver properties will open.

»» Note

- For settings that are not in **Paper settings** or **Print settings**, open the driver properties and configure settings.
- This button cannot be clicked when HP-GL/2 files are selected.

Current Settings

Display the name of the setting that is currently applied.

Presets

Click this button to replicate saved settings for the current settings. For information on how to replicate settings, see "[Call Frequently Used Settings and Print](#)".

Save Preset

Click this button to save current settings. For information on how to save settings, see "Save Frequently Used Settings" in "[Call Frequently Used Settings and Print](#)".

Shortcut Print

The **Shortcut Print** dialog box will open. You can create shortcut icons that can be used to print simply by dropping the data you want to print.

For instructions on how to create Shortcut Print icons, see "[Create Shortcut Print Icons](#)".

Print

Printing will start. The **Print** dialog box will open while printing is in progress.

Button

The Direct Print & Share online manual will be displayed.

Icon

Click **About imagePROGRAF Direct Print & Share...** to display information such as version information.

»» Note

- When using an Océ printer, **Start Accounting Manager, Preferences, Print settings (Print Priority, No Spaces at Top or Bottom, Rotate Page 90 degrees (Conserve Paper)), and Advanced Settings** will not function.

Registered file List

Add files you want to use in Direct Print & Share.

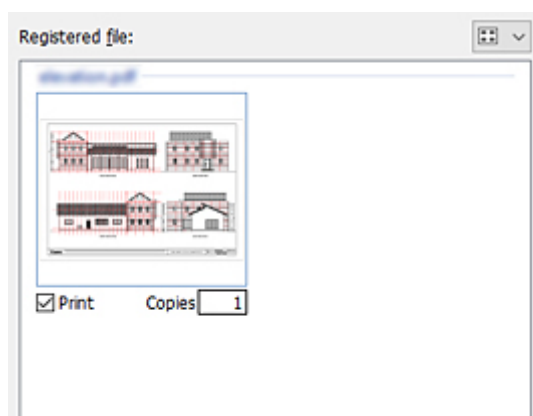
Files added to this list can be printed from Direct Print & Share.

You can also switch between thumbnail display and list display from the pull-down menu at the upper-right of the **Registered file** list area.

»»» Important

- Files you want to upload to cloud storage must also be added to this list.
- File formats that can be previewed and printed are as follows: JPEG, TIFF, PDF (excluding password-protected PDFs), and HP-GL/2. Files with formats other than those listed cannot be previewed or printed, but they can be uploaded to cloud storage.
- HP-GL/2 files can only be previewed in **Layout** preview.
- If you select a file, right click, and add a check mark to **Process in HP-GL/2 format**, you can forcibly process a file as HP-GL/2.
However, you should always remove the **Process in HP-GL/2 format** check mark for files other than HP-GL/2. If you print with this check mark added, a large volume of sheets may be printed, or documents may be incorrectly printed.

Thumbnail View



Print check box

Add check marks to files and pages you want to print. If you click **Print** on the bottom right of the main screen, only the files and pages with check marks on **Print** will be printed.

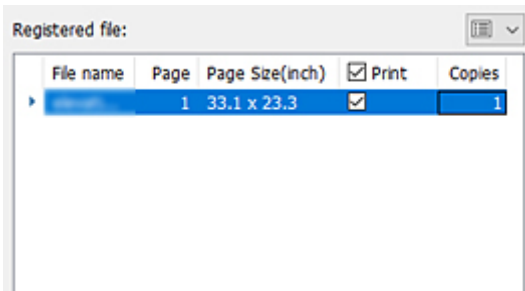
Copies

Enter the number of copies you want to print for the files with check marks on **Print**.

»»» Note

- Files in HP-GL/2 format have the numbers of copies to print configured inside the files. The actual number of copies that will be printed is as follows:
 - (Number of copies entered here) x (Number of copies configured in the HP-GL/2 file)

List Display



File name	Page	Page Size(inch)	<input checked="" type="checkbox"/> Print	Copies
	1	33.1 x 23.3	<input checked="" type="checkbox"/>	1

File name

The file name is displayed. To display files that contain multiple pages in an expanded per-page view, click the triangle on the left side of the file name.

Page

The number of pages contained in the file is displayed.

Page Size

Document sizes are displayed.

►►► Important

- If the document size is out of range of the size that can be configured in the custom size settings of the printer driver, that file or page cannot be previewed or printed.

To confirm sheet sizes that can be customized, click **Advanced settings** on the main screen and open the document properties. This can be confirmed in the screen that opens by going to **Page Size** in the **Page Setup** sheet, selecting **Custom Paper Size**, and then selecting **Custom Size**.

Print check box

Add check marks to files and pages you want to print. If you click **Print** on the bottom right of the main screen, only the files and pages with check marks on **Print** will be printed.

►►► Note

- If you add a check mark on the left side of **Print**, check marks will be added to all files. If you remove the check mark, the check marks for all files will be removed.
- If you add a check mark to the left of **Print** while only some files have check marks added, it will add check marks to all files. If you click it again, check marks on all files will be removed. If you click it again after that, it will go back to the original state. Each time you click, it will repeat the following pattern: Adds check marks to all files > Removes check marks from all files > Adds check marks to some files

Copies

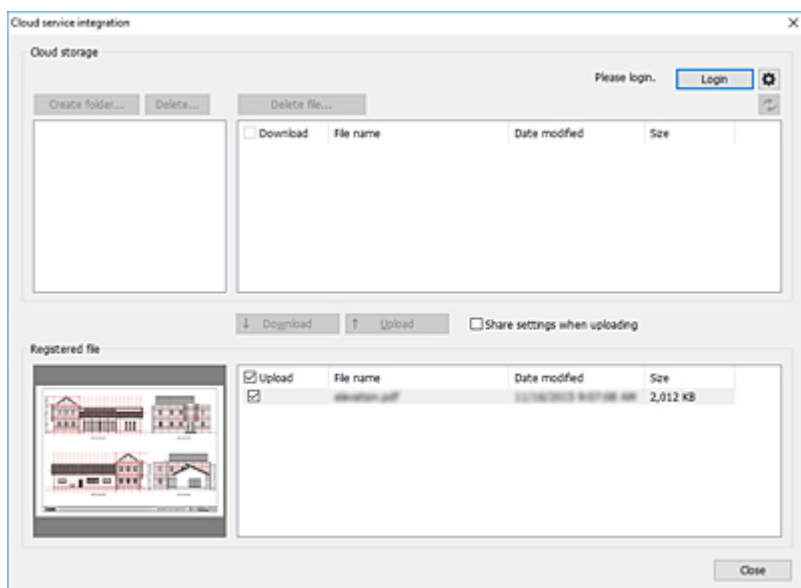
Enter the number of copies you want to print for the files with check marks on **Print**.

►►► Note

- Files in HP-GL/2 format have the numbers of copies to print configured inside the files. The actual number of copies that will be printed is as follows:
 - (Number of copies entered here) x (Number of copies configured in the HP-GL/2 file)

Cloud service integration Dialog Box

You can log in to cloud services and download files from cloud storage or upload files to cloud storage. It is displayed by clicking **Cloud service integration...** on the main screen.



Cloud storage

Folders in the cloud storage you are logged in to and the list of files are displayed.

Storage

The cloud storage you are logged in to is displayed.

Download check box

There are check boxes on the left side of the file list in **Cloud storage**.

If you add check marks to the files you want to download, and click **Download** at the bottom of the file list, only the files with check marks will be downloaded from cloud storage.

►►► Note

- If you add a check mark on the left side of **Download** in the file list, check marks will be added to all files. If you remove the check mark, the check marks for all files will be removed.

Login

The **Cloud storage selection** dialog box will open. For more information, see "[Cloud storage selection Dialog Box](#)".

Logout

Log out of cloud services.



Button

The **Preferences** dialog box will open. It is used when configuring settings related to downloading files from cloud storage, or when adding or deleting the cloud storage you want to use.

For more information, see "[Preferences Dialog Box \(Cloud Service Link\)](#)".

Create folder

Click this button to create a new folder in the cloud storage you are currently logged in to.

Delete...

If you want to delete folders from the cloud storage you are logged in to, select the folders you want to delete, and then click this button. Selected folders and all files contained in them will be deleted.

Delete file...

If you want to delete files from the cloud storage you are logged in to, select the files you want to delete, and then click this button.



Button

Folders in the cloud storage you are logged in to and the list of files will be updated.

Click this button if you make changes to folders and files on the cloud storage from somewhere other than Direct Print & Share, such as from Internet Explorer.

Registered file list

Files used in Direct Print & Share are displayed. This is the same list as the **Registered file** list on the main screen.

Files downloaded from cloud storage are added to this list. Files you want to upload to cloud storage must be added to this list.

Upload check box

There are check boxes on the left side of the file list in **Registered file**.

If you add check marks to the files you want to upload, and click **Upload** at the bottom of the file list, only the files with check marks will be uploaded to cloud storage.

▶▶▶ Note

- If you add a check mark on the left side of **Upload** in the file list, check marks will be added to all files. If you remove the check mark, the check marks for all files will be removed.

Download

Files with check marks added to **Download** will be downloaded from cloud storage. For information on how to download files, see "[Download Files from Cloud Storage](#)".

Upload

Files with check marks added to **Upload** will be uploaded to cloud storage. For information on how to upload files, see "[Upload Files to Cloud Storage](#)".

Share settings when uploading

If you add a check mark and click **Upload**, the **Share settings** dialog box will open. You can set users with whom you want to share uploaded files with in the **Share settings** dialog box.

For more information, see "[Share settings Dialog Box](#)".

Close

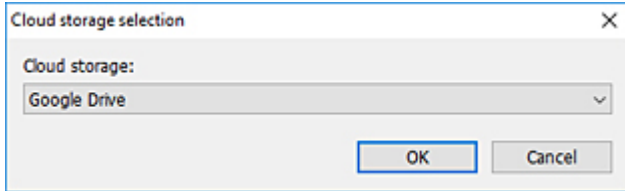
The **Cloud service integration** dialog box will close.

Cloud storage selection Dialog Box

This is a dialog box for selecting cloud storage.

Click **Login** in the **Cloud service integration** dialog box to display.

For information on how to log in to the cloud service, see "[Log in to the Cloud Service](#)".



Cloud storage

Select the cloud storage you want to use.

OK

The **Cloud login** dialog box will open. For more information, see "[Cloud login Dialog Box](#)".

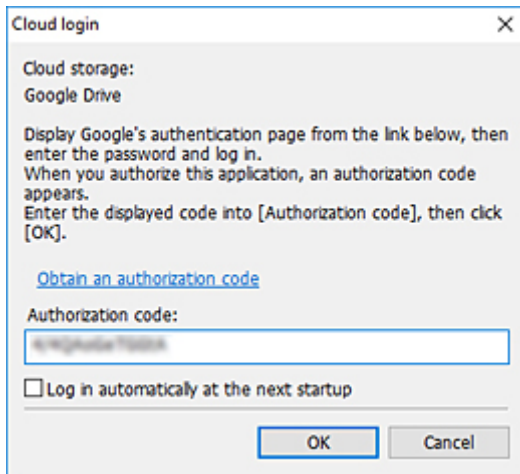
Cloud login Dialog Box

This dialog box is for logging in to cloud services. You must create an account for that cloud service beforehand.

Click **OK** in the **Cloud storage selection** dialog box to display.

For information on how to log in to the cloud service, see "[Log in to the Cloud Service](#)".

If Cloud storage is Google Drive



Cloud login

Cloud storage:
Google Drive

Display Google's authentication page from the link below, then enter the password and log in.
When you authorize this application, an authorization code appears.
Enter the displayed code into [Authorization code], then click [OK].

[Obtain an authorization code](#)

Authorization code:

Log in automatically at the next startup

OK Cancel

Cloud storage

The cloud storage you can use is displayed.

Obtain an authorization code

Your web browser will start, and the Google Account sign-in page will be displayed.

Authorization code

Enter the code obtained from Google.

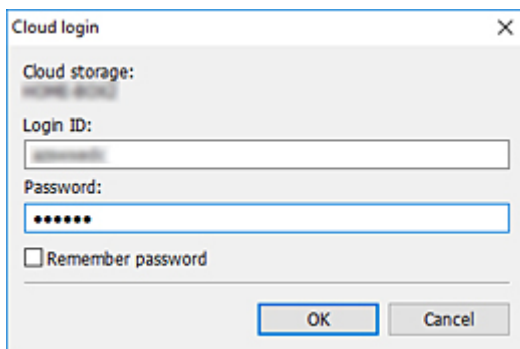
Log in automatically at the next startup

The next time you log in, you can log in without obtaining a code from Google.

Log in with a different account

It will switch to the dialog box for obtaining the authorization code.

If Cloud storage is Other Than Google Drive



Cloud login

Cloud storage:
Other cloud

Login ID:

Password:

Remember password

OK Cancel

Cloud storage

The cloud storage you can use is displayed.

Login ID

Enter the login ID for the cloud service account.

Password

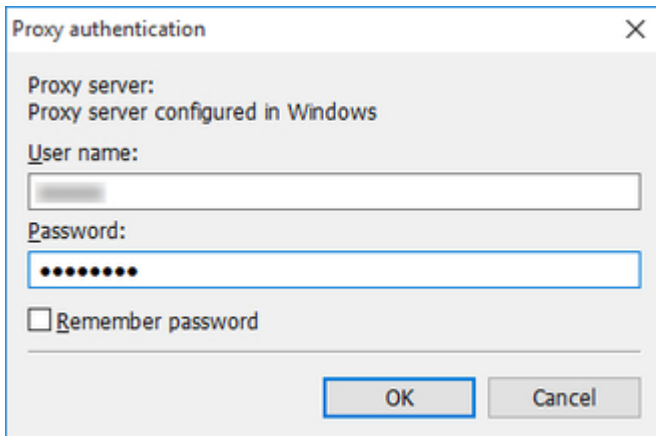
Enter the password for the cloud service account.

Remember password

The login ID and password you entered will be saved. The next time you log in, the login ID and password will be automatically entered.

Proxy authentication Dialog Box

Perform Windows proxy authentication.

The image shows a Windows dialog box titled "Proxy authentication" with a close button (X) in the top right corner. The dialog contains the following elements:

- Text: "Proxy server:" followed by "Proxy server configured in Windows"
- Text: "User name:" followed by a text input field containing a blurred username.
- Text: "Password:" followed by a password input field containing eight dots.
- Text: "Remember password" with an unchecked checkbox.
- Buttons: "OK" and "Cancel" at the bottom right.

User name

Enter the username for logging in to the proxy server.

Password

Enter the password for logging in to the proxy server.

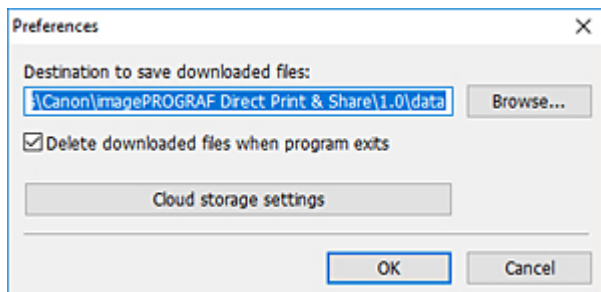
Remember password

The username and password you entered will be saved. The next time you log in, the username and password will be automatically entered.

Preferences Dialog Box (Cloud Service Link)

Configure settings related to downloading files from cloud storage, or when adding or deleting the cloud storage you want to use.

Click the  button in the **Cloud service integration** dialog box to display.



Destination to save downloaded files

Set the save destination for the files you download from cloud storage. Click **Browse** and specify the save destination folder.

Delete downloaded files when program exits

If you add a check mark, files you download from cloud storage will be deleted from the **Registered file** list and folder when you quit Direct Print & Share.

►►► Note

- The files that will be deleted are the files that were downloaded after Direct Print & Share was last launched. Files that were downloaded before that will not be deleted.

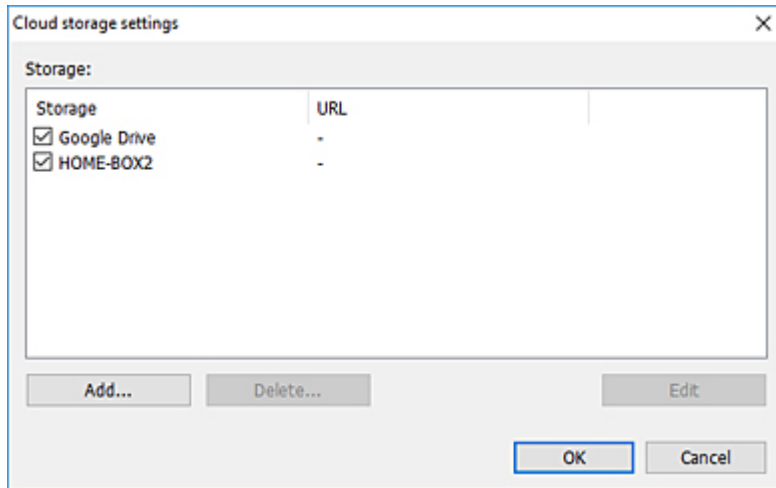
Cloud storage settings

The **Cloud storage settings** dialog box will open. For more information, see "[Cloud storage settings Dialog Box](#)".

Cloud storage settings Dialog Box

This dialog box is for adding or deleting the cloud storage you want to use. You can also select cloud storage displayed in the **Cloud storage selection** dialog box.

Click **Cloud storage settings** in the **Preferences** dialog box to display.



Storage

The cloud storage you added is displayed.

The cloud storage with check marks added are displayed in the **Cloud storage selection** dialog box.

For more information, see "[Cloud storage selection Dialog Box](#)".

Add...

The **Cloud storage information** dialog box will open, where you can enter the cloud storage you want to add. For more information, see "[Cloud storage information Dialog Box](#)".

Delete...

Delete the cloud storage that is selected.

►►► Note

- You cannot delete "Google Drive" or "HOME-BOX2".

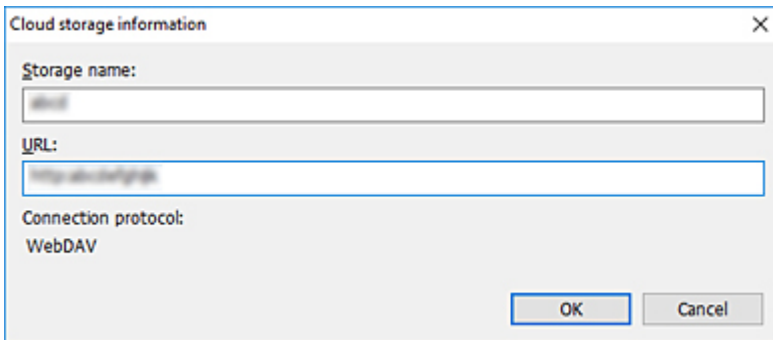
Edit

The **Cloud storage information** dialog box will open, where information of the selected cloud storage is displayed. For more information, see "[Cloud storage information Dialog Box](#)".

Cloud storage information Dialog Box

This dialog box is for configuring the WebDAV cloud storage.

Click **Add...** or **Edit** in the **Cloud storage settings** dialog box to display.



The screenshot shows a dialog box titled "Cloud storage information" with a close button (X) in the top right corner. It contains three input fields: "Storage name:" with the text "test", "URL:" with the text "http://localhost:8080", and "Connection protocol:" with the text "WebDAV". At the bottom right, there are two buttons: "OK" and "Cancel".

Storage name

Enter the storage name.

If you click **Edit** in the **Cloud storage settings** dialog box, the storage name of the selected cloud storage will be displayed.

URL

Enter the URL for connecting to WebDAV.

If you click **Edit** in the **Cloud storage settings** dialog box, the URL of the selected cloud storage will be displayed.

►►► Important

- Access to cloud storage for services other than "Google Drive" and "HOME-BOX2" is not guaranteed.
- For detailed information regarding cloud storage, please check with the cloud storage service provider.

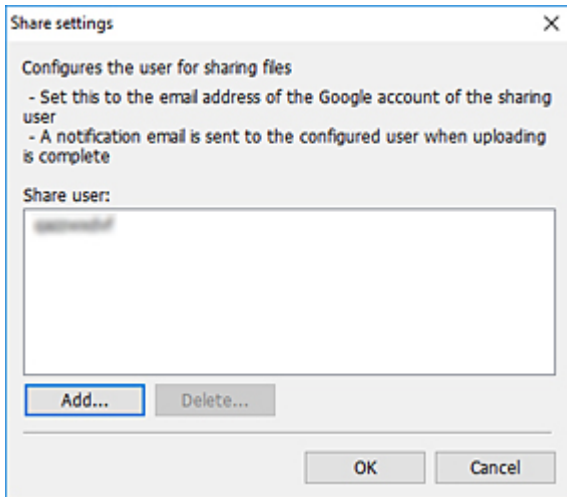
Connection protocol

WebDAV will be displayed.

Share settings Dialog Box

Set the users with whom you want to share the files you upload.

For information on how to set users with whom you want to share files, see "[Share Files with Other Users \(Google Drive Only\)](#)".



Share user list

Google Account email addresses of added users are displayed.

Once files are done uploading, you will be able to share them with the users displayed here.

Add...

Click this button to add users to the **Share user** list.

The **Add user** dialog box will open.

Delete...

Select the users you want to delete from the **Share user** list, and then click this button.

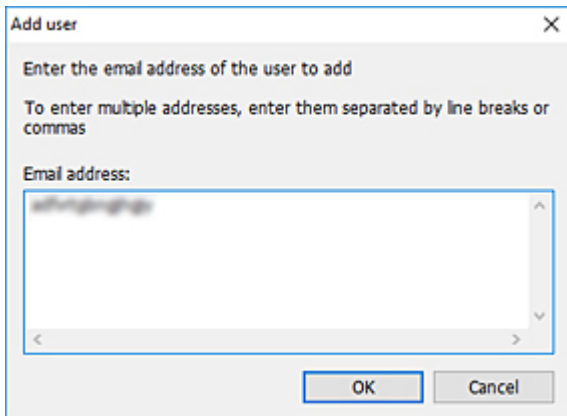
The selected users will be deleted from the **Share user** list.

OK

The **Share settings** dialog box will close, and upload will start.

Add user Dialog Box

Add the users with whom you want to share the files you upload.



The image shows a standard Windows-style dialog box titled "Add user". It contains the following elements:

- Title bar:** "Add user" with a close button (X) on the right.
- Text:** "Enter the email address of the user to add" followed by "To enter multiple addresses, enter them separated by line breaks or commas".
- Label:** "Email address:"
- Text Field:** A large text input area containing the text "admin@pplp".
- Buttons:** "OK" and "Cancel" buttons at the bottom right.

Email address

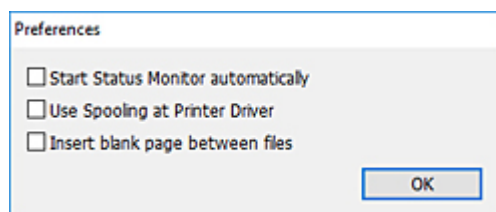
Enter the email addresses of the users with whom you want to share files.

Preferences Dialog Box (Main Screen)

You can set automatic launch of the status monitor, using the driver's internal spool processing function, and inserting blank pages.

Click **Preferences** on the main screen to display.

When using an Océ printer, the **Preferences** button on the main screen does not function.



Start Status Monitor automatically check box

If you start Direct Print & Share when the check mark is added, the status monitor of the configured printer will automatically start. If you switch printers, the status monitor will also switch automatically.

►►► Important

- You may not be able to select this depending on the Canon printer you are using.

►►► Note

- If you quit Direct Print & Share, the automatically launched status monitor will also end.

Use Spooling at Printer Driver check box

Add a check mark if you want to use all printer driver functions, such as **Print from Last Page** and **2 Pages/Sheet**.

►►► Important

- If the **Use Spooling at Printer Driver** check mark is added, intermediate files are temporarily generated before printing when printing large files. Depending on how much space you have on your hard disk, this may cause an error.
- You may not be able to select this depending on the printer you are using.

Insert blank page between files check box


If you want to make it easier to see the separation points between files when printing multiple files, add a check mark. A blank page will be inserted between files.

►►► Note

- This function cannot be selected if you are using HP-GL/2 or cut paper.

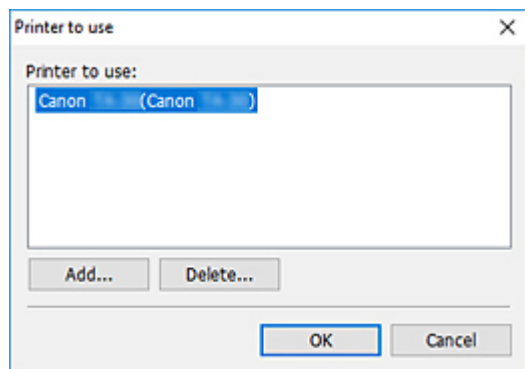
Printer to use Dialog Box

This dialog box is used to add or delete printers that are displayed in the **Printer** pull-down menu of the main screen.

Click the  button on the main screen to display.

▶▶▶ Note

- Printers you want to use with Direct Print & Share must be added to the **Printer** pull-down menu beforehand.



Printer to use list

Printers that are displayed in the **Printer** pull-down menu of the main screen are displayed.

Add...

The **Add printer** dialog box will be displayed showing a list of printer drivers installed on your PC. When using an Océ printer, printers found on the network are displayed.

Printers can be added to the **Printer** pull-down list on the main screen. For information on how to add printers, see "[Add Printers](#)".

Delete...

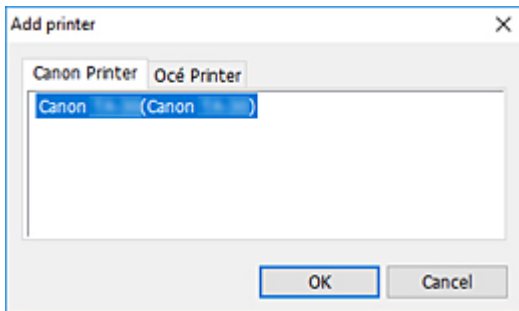
If you want to delete printers from the **Printer** pull-down menu on the main screen, select the printers you want to delete from the **Printer to use** list, and then click this button.

OK

The **Printer to use** dialog box will close, and the printers displayed in the **Printer to use** list will be displayed in the **Printer** pull-down menu of the main screen.

Add Printer to use Dialog Box

This dialog box is used to select the printer you want to use for printing.



Canon Printer

List of printer drivers installed on your PC.

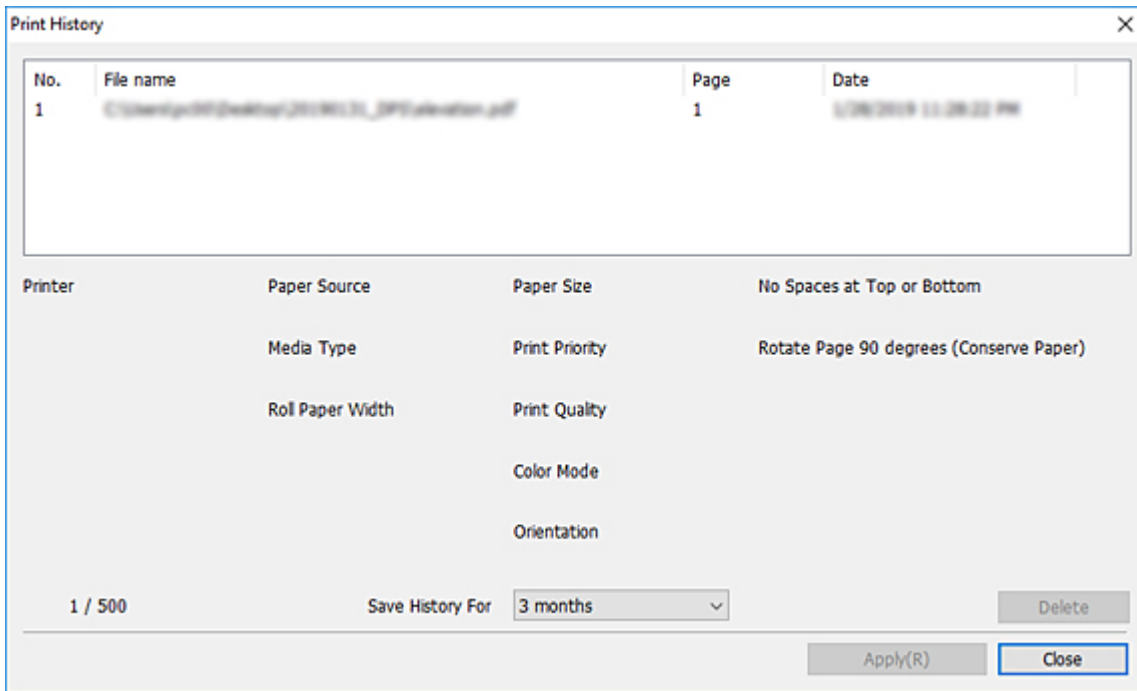
Océ Printer

List of Océ printers found on the network.

For a list of supported Océ printers, see "[Supported Printers](#)".

Print History Dialog Box

This is a dialog box for browsing through a history of items you printed in the past. Click **Print History...** on the main screen to display.



Print history list

The file paths and printed time/date of the files you printed in the past are displayed as a list. When selected, information such as printers used and print settings are displayed at the bottom of the dialog box.

The number of saved history items is displayed on the bottom-left of the dialog box window. You can save up to 500 history items.

Delete

Click to delete the selected history items.

Save History For pull-down menu

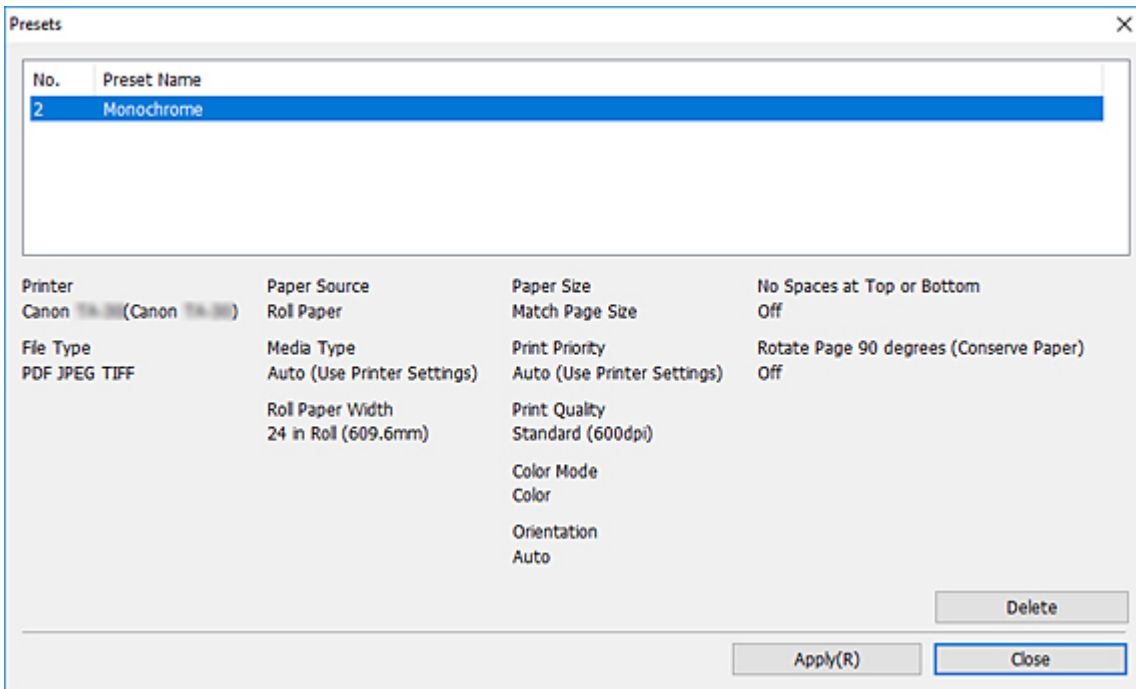
You can select how long you want to keep items in your history. You can select one of the following: **1 week**, **2 weeks**, **1 month**, **3 months**, or **Do not save**.

Apply

Click to replicate the selected print history on the main screen.

Presets Dialog Box

This is a dialog box for selecting saved settings.
Click **Presets** on the main screen to display.



List of frequently used settings

The names of saved settings are displayed.

When selected, information such as print settings information and file types are displayed at the bottom of the dialog box.

Delete

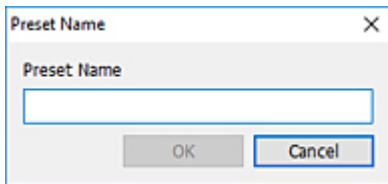
Click to delete the selected settings.

Apply

Click to replicate the selected settings on the main screen.

Preset Name Dialog Box

This is a dialog box for saving current settings.
Click **Save Preset** on the main screen to display.



Preset Name

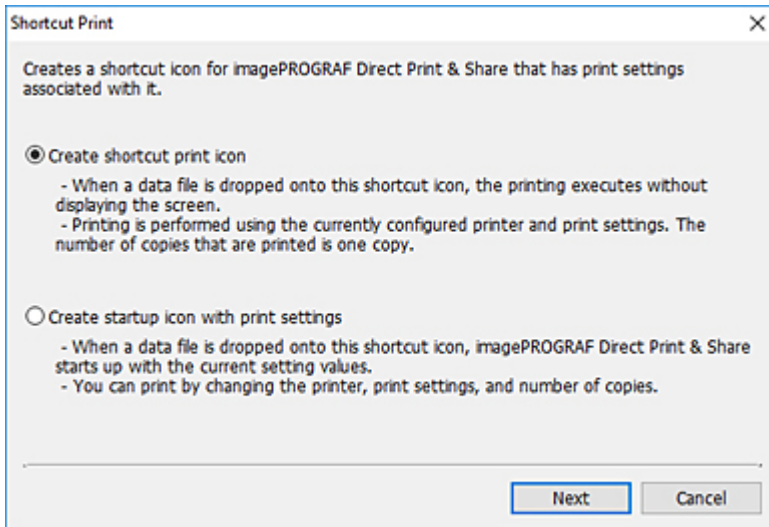
Enter the name of the settings you want to save.

Shortcut Print Dialog Box

This is a dialog box for selecting the type of icon for executing Shortcut Print.

For instructions on how to create Shortcut Print icons, see "[Create Shortcut Print Icons](#)".

For information on how to print using the Shortcut Print function, see "[Printing Files](#)".



Create shortcut print icon

Create icons for Shortcut Print.

Create startup icon with print settings

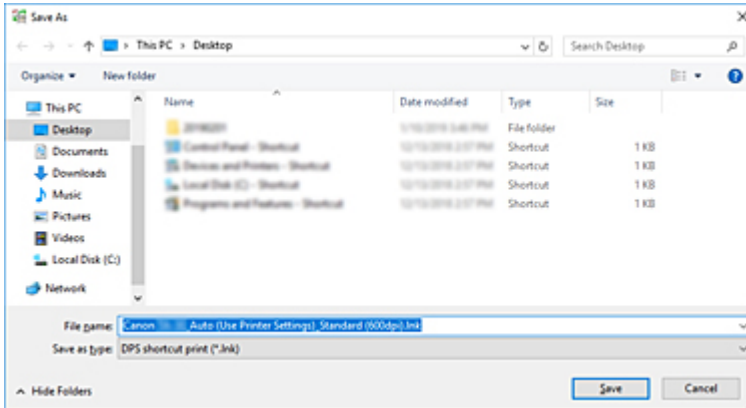
Create Start icons with print settings attached.

Next

The Save As Dialog Box will open. For more information, see "[Save As Dialog Box](#)".

Save As Dialog Box

This is a dialog box for setting the name and save destination of the icon for executing Shortcut Print. If PDF, JPEG, or TIFF is selected, the icon for printing with the printer driver is created. If HP-GL/2 is selected, the icon for printing HP-GL/2 is created.



File name

Specify the name of the icon for executing Shortcut Print.

The icon name in the initial state is as follows:

- "friendly name"_"sheet type"_"printing quality"

If the file format is HP-GL/2, "sheet type" will be "GL2" instead of the sheet type.

►►► Important

- Do not change the friendly name of the printer used in Shortcut Print.

Save

A Shortcut Print icon is created in the specified folder.