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Printing

➤ Printing from a Computer
➤ Printing with Application Software that You are Using (Printer Driver)
Printing from a Computer

- Printing with Application Software that You are Using (Printer Driver)
Printing with Application Software that You are Using (Printer Driver)

- Printing with Easy Setup
- Various Printing Methods
- Changing the Print Quality and Correcting Image Data
- Overview of the Printer Driver
- Printer Driver Description
- Updating the MP Drivers
- Sharing the Printer on a Network
Printing with Easy Setup

This section describes the simple procedure for setting the Quick Setup tab so that you can carry out appropriate printing on this machine.

1. Check that the machine is turned on

2. Load paper on the machine

3. Open the printer driver setup window

4. Select a frequently used profile
   In Commonly Used Settings on the Quick Setup tab, select a printing profile suited for the purpose.
   When you select a printing profile, the Additional Features, Media Type, and Printer Paper Size settings are automatically switched to the values that were preset.

5. Select the print quality
   For Print Quality, select High, Standard, or Draft according to your purpose.
Important

The print quality settings that can be selected may differ depending on a printing profile.

6. Complete the setup

Click **OK**.

When you execute print, the document is printed with settings that match your purpose.
Important

- When you select the **Always Print with Current Settings** check box, all settings specified on the **Quick Setup**, **Main**, and **Page Setup** tabs are saved, and you can print with the same settings from the next time as well.
- In the **Commonly Used Settings** window, click **Save...** to register the specified settings.
Setting the Media Type with the Printer Driver

When you use this machine, selecting a media type that matches the print purpose will help you achieve the best print results.
You can use the following media types on this machine.

**Commercially available papers**

<table>
<thead>
<tr>
<th>Media name</th>
<th>Media Type in the printer driver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plain Paper (including recycled paper)</td>
<td>Plain Paper</td>
</tr>
<tr>
<td>Envelopes</td>
<td>Envelope</td>
</tr>
</tbody>
</table>

**Canon genuine papers (Photo Printing)**

<table>
<thead>
<tr>
<th>Media name &lt;Model No.&gt;</th>
<th>Media Type in the printer driver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Photo Paper Plus Glossy II &lt;PP-201&gt;</td>
<td>Photo Paper Plus Glossy II</td>
</tr>
<tr>
<td>Photo Paper Glossy &lt;GP-501/GP-601&gt;</td>
<td>Glossy Photo Paper</td>
</tr>
</tbody>
</table>
Various Printing Methods

- Setting a Page Size and Orientation
- Setting the Number of Copies and Printing Order
- Setting the Stapling Margin
- Fit-to-Page Printing
- Scaled Printing
- Page Layout Printing
- Tiling/Poster Printing
- Booklet Printing
- Duplex Printing
- Stamp/Background Printing
- Registering a Stamp
- Registering Image Data to be Used as a Background
- Setting Up Envelope Printing
- Displaying the Print Results before Printing
- Setting Paper Dimensions (Custom Size)
- Editing the Print Document or Reprinting from the Print History
Setting a Page Size and Orientation

The paper size and orientation are essentially determined by the application software. When the page size and orientation set for Page Size and Orientation on the Page Setup tab are same as those set with the application software, you do not need to select them on the Page Setup tab.

When you are not able to specify them with the application software, the procedure for selecting a page size and orientation is as follows:
You can also set page size and orientation on the Quick Setup tab.

1. Open the printer driver setup window

2. Select the paper size
   Select a page size from the Page Size list on the Page Setup tab.

3. Set Orientation
   Select Portrait or Landscape for Orientation. Check Rotate 180 degrees check box when you want to perform printing with the original being rotated 180 degrees.

4. Complete the setup
   Click OK.
   When you execute print, the document will be printed with the selected page size and the orientation.
Note

- If **Normal-size** is selected for **Page Layout**, then **Automatically reduce large document that the printer cannot output** is displayed. Normally, you can leave the **Automatically reduce large document that the printer cannot output** check box checked. During printing, if you do not want to reduce large documents that cannot be printed on the printer, uncheck the check box.
Setting the Number of Copies and Printing Order

The procedure for specifying the number of copies and printing order is as follows:
You can also set the number of copies on the Quick Setup tab.

1. Open the printer driver setup window

2. Specify the number of copies to be printed
   For Copies on the Page Setup tab, specify the number of copies to be printed.

3. Specify the print order
   Check the Print from Last Page check box when you want to print from the last page in order, and uncheck the check box when you want to print from the first page. Check the Collate check box when you are printing multiple copies of a document and want to print out all pages in each copy together. Uncheck this check box when you want to print all pages with the same page number together.

   • Print from Last Page: ✔ / Collate: ✔
   • Print from Last Page: ✗ / Collate: ✔
4. Complete the setup

Click OK.

When you execute print, the specified number of copies will be printed with the specified printing order.

**Important**

- When the application software that you used to create the document has the same function, specify the settings on the printer driver. However, if the print results are not acceptable, specify the function settings on the application software. When you specify the number of copies and the printing order with both the application software and this printer driver, the number of copies may be multiplied numbers of the two settings or the specified printing order may not be enabled.
- **Print from Last Page** appears grayed out and is unavailable when **Tiling/Poster** is selected for **Page Layout**.
- When **Booklet** is selected for **Page Layout**, **Print from Last Page** and **Collate** appear grayed out and cannot be set.
- When **Duplex Printing (Manual)** is selected, **Print from Last Page** appears grayed out and cannot be set.

**Note**

- By setting both **Print from Last Page** and **Collate**, you can perform printing so that papers are collated one by one starting from the last page.
These settings can be used in combination with **Normal-size**, **Fit-to-Page**, **Scaled**, **Page Layout**, and **Duplex Printing (Manual)**.
Setting the Stapling Margin

The procedure for setting the staple side and the margin width is as follows:

1. Open the printer driver setup window

2. Specify the side to be stapled

   Check the position of the stapling margin from **Stapling Side** on the **Page Setup** tab. The printer analyzes the **Orientation** and **Page Layout** settings, and automatically selects the best staple position. When you want to change the setting, select from the list.

3. Set the margin width

   If necessary, click **Specify Margin...** and set the margin width, and then click **OK**.
Note
- The printer automatically reduces the print area depending on the staple position margin.

4. Complete the setup

Click OK on the Page Setup tab.
When you execute print, the data is printed with the specified staple side and margin width.

Important
- Stapling Side and Specify Margin... appear grayed out and are unavailable when:
  - Tiling/Poster or Booklet is selected for Page Layout
  - Scaled is selected for Page Layout (When Duplex Printing (Manual) is also selected, only Stapling Side can be specified.)
Fit-to-Page Printing

The procedure for printing a document that is automatically enlarged or reduced to fit the page size to be used is as follows:

1. Open the printer driver setup window

2. Set fit-to-page printing
   Select Fit-to-Page from the Page Layout list on the Page Setup tab.

3. Select the paper size of the document
   Using Page Size, select the page size that is set with your application software.

4. Select the print paper size
   Select the size of the paper loaded in the machine from the Printer Paper Size list.
   When the Printer Paper Size is smaller than the Page Size, the page image will be
reduced. When the **Printer Paper Size** is larger than the **Page Size**, the page image will be enlarged.

The current settings are displayed in the settings preview on the left side of the printer driver.

![Printer Paper Size Settings](image)

5. **Complete the setup**

   Click **OK**.

   When you execute print, the document will be enlarged or reduced to fit to the page size.
Scaled Printing

The procedure for printing a document with pages enlarged or reduced is as follows:

1. Open the printer driver setup window

2. Set scaled printing
   Select **Scaled** from the **Page Layout** list on the **Page Setup** tab.

3. Select the paper size of the document
   Using **Page Size**, select the page size that is set with your application software.

4. Set the scaling rate by using one of the following methods:
   - **Select a Printer Paper Size**
When the printer paper size is smaller than the **Page Size**, the page image will be reduced. When the printer paper size is larger than the **Page Size**, the page image will be enlarged.

- **Specify a scaling factor**

  Directly type in a value into the **Scaling** box.

The current settings are displayed in the settings preview on the left side of the printer driver.

5. Complete the setup
Click **OK**.
When you execute print, the document will be printed with the specified scale.

### Important

- When the application software which you used to create the original has the scaled printing function, configure the settings on your application software. You do not need to configure the same setting in the printer driver.

### Note

- Selecting **Scaled** changes the printable area of the document.
Page Layout Printing

The page layout printing function allows you to print more than one page image on a single sheet of paper.

1. Open the printer driver setup window

2. Set page layout printing

   Select **Page Layout** from the **Page Layout** list on the **Page Setup** tab. The current settings are displayed in the settings preview on the left side of the printer driver.

3. Select the print paper size

   Select the size of the paper loaded in the machine from the **Printer Paper Size** list. Setting the layout of two pages of the document from left to right is complete.

4. Set the number of pages to be printed on one sheet and the page order
If necessary, click Specify..., specify the following settings in the Page Layout Printing dialog box, and click OK.

![Page Layout Printing dialog box]

**Pages**
To change the number of pages to be printed on a single sheet of paper, select the number of pages from the list.

**Page Order**
To change the page arrangement order, select a placement method from the list.

**Page Border**
To print a page border around each document page, check this check box.

5. **Complete the setup**
Click OK on the Page Setup tab.
When you execute print, the specified number of pages will be arranged on each sheet of paper in the specified order.
Tiling/Poster Printing

The tiling/poster printing function allows you to enlarge image data, divide it into several pages, and print these pages on separate sheets of paper. You can also paste the pages together to create a large print like a poster.

The procedure for performing tiling/poster printing is as follows:

Setting Tiling/Poster Printing

1. Open the printer driver setup window

2. Set tiling/poster printing

   Select Tiling/Poster from the Page Layout list on the Page Setup tab. The current settings are displayed in the settings preview on the left side of the printer driver.

3. Select the print paper size
Select the size of the paper loaded in the machine from the **Printer Paper Size** list. This completes the setup for dividing the document into 2 and performing tiling/poster printing.

4. Set the number of image divisions and the pages to be printed

If necessary, click **Specify...**, specify the following settings in the **Tiling/Poster Printing** dialog box, and then click **OK**.

![Tiling/Poster Printing dialog box]

**Image Divisions**
Select the number of divisions (vertical x horizontal). As the number of divisions increases, the number of sheets used for printing increases. If you are pasting pages together to create a poster, increasing the number of divisions allow you to create a larger poster.

**Print "Cut/Paste" in margins**
To leave out words "Cut" and "Paste", uncheck this check box.

**Note**
- This feature may be unavailable when certain printer drivers or operating environments are used.

**Print "Cut/Paste" lines in margins**
To leave out cut lines, uncheck this check box.

**Print page range**
Specifies the printing range. Select **All** under normal circumstances.
To reprint only a specific page, select **Pages** and enter the page number you want to print. To specify multiple pages, enter the page numbers by separating them with commas or by entering a hyphen between the page numbers.

**Note**
- You can also specify the print range by clicking the pages in the settings preview.
Complete the setup

Click OK on the Page Setup tab.
When you execute print, the document will be divided into several pages during printing.

Printing Only Specific Pages

If ink becomes faint or runs out during printing, you can reprint only the specific pages by following the procedure below:

1. Set the print range

   In the settings preview on the left of the Page Setup tab, click the pages that do not need to be printed.
   The pages that were clicked are deleted, and only the pages to be printed are displayed.

   ![Page Setup Tab](image)

   **Note**

   - Click the deleted pages to display them again.
   - Right-click the settings preview to select Print all pages or Delete all pages.

2. Complete the setup

   After completing the page selection, click OK.
   When you execute print, only specified pages will be printed.
Important

- Since tiling/poster printing enlarges the document when printing it, the print results may become coarse.
Booklet Printing

The booklet printing function allows you to print data for a booklet. Data is printed on both sides of the paper. This type of printing ensures that pages can be collated properly, in page number order, when the printed sheets are folded and stapled at the center.

The procedure for performing booklet printing is as follows:

1. Open the printer driver setup window

2. Set booklet printing
   Select Booklet from the Page Layout list on the Page Setup tab. The current settings are displayed in the settings preview on the left side of the window.

3. Select the print paper size
   Select the size of the paper loaded in the machine from the Printer Paper Size list.

4. Set the margin for stapling and the margin width
Click **Specify...** and specify the following settings in the **Booklet Printing** dialog box, and then click **OK**.

**Margin for stapling**
Select which side should the stapling margin be on when the booklet is completed.

**Insert blank page**
To leave one side of a sheet blank, check the check box, and select the page to be left blank.

**Margin**
Enter the margin width. The specified width from the center of the sheet becomes the margin width for one page.

**Page Border**
To print a page border around each document page, check the check box.

5. Complete the setup
Click **OK** on the **Page Setup** tab.

When you execute print, the document will be printed on one side of a sheet of paper. When the printing of one side is complete, set the paper correctly by following the message and click **OK**.
When the printing of the other side is complete, fold the paper at the center of the margin and make a booklet.

**Important**
- **Booklet** cannot be selected when a media type other than **Plain Paper** is selected for **Media Type** on the **Main** tab.

**Note**
- The stamp and background are not printed on the inserted blank sheets with the **Insert blank page** function of booklet printing.
Duplex Printing

The procedure for printing data on both sides of a sheet of paper is as follows:
You can also set duplex printing in Additional Features on the Quick Setup tab.

1. Open the printer driver setup window

2. Set duplex printing
   Check the Duplex Printing (Manual) check box on the Page Setup tab.

3. Select the layout
   Select Normal-size, Fit-to-Page, Scaled, or Page Layout from the Page Layout list.

4. Specify the side to be stapled
   The best Stapling Side is selected automatically from the Orientation and Page Layout settings. To change the setting, select another stapling side from the list.

5. Set the margin width
If necessary, click **Specify Margin...** and set the margin width, and then click **OK**.

6. **Complete the setup**

   Click **OK** on the **Page Setup** tab.

   When you execute print, the document is first printed on one side of a sheet of paper. After one side is printed, reload the paper correctly according to the message. Then click **Start Printing** to print the opposite side.

   **Important**

   - When a media type other than **Plain Paper** is selected from **Media Type** on the **Main** tab, **Duplex Printing (Manual)** appears grayed out and is unavailable.
   - When **Tiling/Poster** or **Booklet** is selected from the **Page Layout** list, **Duplex Printing (Manual)** and **Stapling Side** appear grayed out and are unavailable.

   **Note**

   - If the back side of the paper becomes smudged during duplex printing, perform **Bottom Plate Cleaning** in the **Maintenance** tab.

**Related Topics**

- Cleaning Inside the Machine
- Changing the Machine Operation Mode
Stamp/Background Printing

Stamp or Background may be unavailable when certain printer drivers or operating environments are used.

The Stamp function allows you to print a stamp text or a bitmap over or behind document data. It also allows you to print date, time and user name. The Background function allows you to print a light illustration behind the document data.

The procedure for performing stamp/background printing is as follows:

Printing a Stamp

"CONFIDENTIAL," "IMPORTANT," and other stamps that are used often in companies are pre-registered.

1. Open the printer driver setup window

2. Click Stamp/Background... (Stamp...) on the Page Setup tab

The Stamp/Background (Stamp) dialog box opens.
3. Select a stamp

Check the Stamp check box, and select the stamp to be used from the list. The current settings are displayed in the settings preview on the left side of the Page Setup tab.

4. Set the stamp details

If necessary, specify the following settings, and then click OK.

**Define Stamp... button**
To change the stamp text, bitmap, or position, click this.

**Place stamp over text**
To print the stamp on the front of the document, check this check box.

---

**Note**

- With the XPS printer driver, the **Stamp/Background...** button has become the **Stamp...** button and only the stamp function can be used.

- **Place stamp over text** cannot be used when the XPS printer driver is used. When the XPS printer driver is used, the stamp is normally printed in the foreground of the document.

**Print semitransparent stamp**
Check this check box to print a semi-transparent stamp on the document. This function is available only when the XPS printer driver is used.

**Stamp first page only**
To print the stamp only on the first page, check this check box.
5. Complete the setup

Click OK on the Page Setup tab.
When you execute print, the data is printed with the specified stamp.

**Printing a Background**

Two bitmap files are pre-registered as samples.

1. Open the printer driver setup window

2. Click **Stamp/Background...** on the Page Setup tab

   The Stamp/Background dialog box opens.

3. Select the background

   Check the Background check box, and select the background to be used from the list.
   The current settings are displayed in the settings preview on the left side of the Page Setup tab.

4. Set the background details

   If necessary, complete the following settings, and then click **OK**.

   **Select Background... button**
   To use another background or change the layout or density of a background, click this.

   **Background first page only**
   To print the background only on the first page, check this check box.

5. Complete the setup

   Click OK on the Page Setup tab.
   When you execute print, the data is printed with the specified background.

**Note**

- The stamp and background are not printed on blank sheets inserted with the Insert blank page function of booklet printing.

**Related Topics**

- Registering a Stamp
- Registering Image Data to be Used as a Background
Registering a Stamp

This feature may be unavailable when certain printer drivers or operating environments are used.

You can create and register a new stamp. You can also change and re-register some of the settings of an existing stamp. Unnecessary stamps can be deleted at any time.

The procedure for registering a new stamp is as follows:

Registering a New Stamp

1. Open the printer driver setup window

2. Click Stamp/Background... (Stamp...) on the Page Setup tab

The Stamp/Background (Stamp) dialog box opens.
3. Click **Define Stamp**...

The **Stamp Settings** dialog box opens.

![Stamp Settings dialog box](image)

4. Configure the stamp while viewing the preview window

   - **Stamp tab**
     
     Select **Text**, **Bitmap**, or **Date/Time/User Name** that matches your purpose for **Stamp Type**.

     - For **Text** registration, the characters must already be entered in **Stamp Text**. If necessary, change the **TrueType Font**, **Style**, **Size**, and **Outline** settings. You can select the color of the stamp by clicking **Select Color**.

     - For **Bitmap**, click **Select File** and select the bitmap file (.bmp) to be used. If necessary, change the settings of the **Size** and **Transparent white area**.

     - For **Date/Time/User Name**, the creation date/time and user name of the printed object are displayed in **Stamp Text**. If necessary, change the settings of **TrueType Font**, **Style**, **Size**, and **Outline**. You can select the color of the stamp by clicking **Select Color**.
**Important**

- **Stamp Text** appears grayed out and is unavailable when **Date/Time/User Name** is selected.

**• Placement tab**

Select the stamp position from the **Position** list. You can also select **Custom** from the **Position** list and specify coordinates for **X-Position** and **Y-Position**.

You can also change the stamp position by dragging the stamp in the preview window.

To change the stamp position angle, type a value in the **Orientation** box directly.

**Important**

- **Orientation** cannot be changed when **Bitmap** is selected for **Stamp Type** on the **Stamp** tab.

5. **Save the stamp**

Click the **Save settings** tab and enter a title in the **Title** box, and then click **Save**.

Click **OK** when the confirmation message appears.

**Note**

- Spaces, tabs, and returns cannot be entered at the beginning or end of a title.

6. **Complete the setup**

Click **OK**. The **Stamp/Background (Stamp)** dialog box opens again.

The registered title appears in the **Stamp** list.

**Changing and Registering Some of Stamp Settings**

1. **Select the stamp for which the settings are to be changed**

   Select the **Stamp** check box in the **Stamp/Background (Stamp)** dialog box. Then from the list, select the title of the stamp to be changed.

2. **Click Define Stamp...**

   The **Stamp Settings** dialog box opens.

3. **Configure the stamp while viewing the preview window**

4. **Overwrite save the stamp**
Click **Save overwrite** on the **Save settings** tab.
When you want to save the stamp with a different title, type a new title in the **Title** box and click **Save**.
Click **OK** when the confirmation message appears.

5. Complete the setup
   - Click **OK**. The **Stamp/Background (Stamp)** dialog box opens again.
   - The registered title appears in the **Stamp** list.

### Deleting an Unnecessary Stamp

1. Click **Define Stamp...** in the **Stamp/Background (Stamp)** dialog box
   - The **Stamp Settings** dialog box opens.

2. Select the stamp to be deleted
   - Select the title of the stamp you want to delete from the **Stamps** list on the **Save settings** tab. Then click **Delete**.
   - Click **OK** when the confirmation message appears.

3. Complete the setup
   - Click **OK**. The **Stamp/Background (Stamp)** dialog box opens again.
Registering Image Data to be Used as a Background

This feature may be unavailable when certain printer drivers or operating environments are used.

You can select a bitmap file (.bmp) and register it as a new background. You can also change and register some of the settings of an existing background. An unnecessary background can be deleted.

The procedure for registering image data to be used as a background is as follows:

**Registering New Background**

1. Open the *printer driver setup window*

2. Click *Stamp/Background...* on the *Page Setup* tab

   ![Printer Driver Setup Window](image1)

   The *Stamp/Background* dialog box opens.

   ![Stamp/Background Dialog Box](image2)

   ![Define Stamp Dialog Box](image3)
3. Click **Select Background...**

The **Background Settings** dialog box opens.

4. Select the image data to be registered to the background

   Click **Select File...** Select the target bitmap file (.bmp), and then click **Open**.

5. Specify the following settings while viewing the preview window

   **Layout Method**
   Select how the background image data is to be placed.
   When **Custom** is selected, you can set coordinates for **X-Position** and **Y-Position**. You can also change the background position by dragging the image in the preview window.

   **Intensity**
   Set the intensity of the background image data with the **Intensity** slider. Moving the slider to the right darkens the background, and moving the slider to the left lightens the background. To print the background at the original bitmap intensity, move the slider to the rightmost position.

6. Save the background

   Click the **Save settings** tab and enter a title in the **Title** box, and then click **Save**. Click **OK** when the confirmation message appears.
Changing and Registering Some Background Settings

1. Select the background for which the settings are to be changed
   Select the Background check box in the Stamp/Background dialog box. Then from the list, select the title of the background you want to change.

2. Click Select Background...
   The Background Settings dialog box opens.

3. Specify each item on the Background tab while viewing the preview window

4. Save the background
   Click Save overwrite on the Save settings tab. When you want to save the background with a different title, enter a new title in the Title box and click Save. Click OK when the confirmation message appears.

5. Complete the setup
   Click OK, then it returns to Stamp/Background dialog box.
The registered title appears in the Background list.

Deleting an Unnecessary Background

1. Click Select Background... in the Stamp/Background dialog box
   The Background Settings dialog box opens.

2. Select the background to be deleted
   Select the title of the background you want to delete from the Backgrounds list on the Save settings tab, and then click Delete.
   Click OK when the confirmation message appears.
3. Complete the setup
   Click OK, then it returns to **Stamp/Background** dialog box.
Setting Up Envelope Printing

If you are using the XPS printer driver, replace "Canon IJ Status Monitor" with "Canon IJ XPS Status Monitor" when reading this information.

The procedure for performing envelope printing is as follows:

1. Load envelope on the machine

2. Open the printer driver setup window

3. Select the media type
   Select Envelope from Commonly Used Settings on the Quick Setup tab.

4. Select the paper size
   When the Envelope Size Setting dialog box is displayed, select Envelope Com 10, Envelope DL, and then click OK.

5. Set the orientation
   To print the addressee horizontally, select Landscape for Orientation.

6. Select the print quality
Select High or Standard that matches your purpose for Print Quality.

7. Complete the setup
   Click OK.
   When you execute print, the information is printed on the envelope.
Displaying the Print Results before Printing

If you are using the XPS printer driver, replace "Canon IJ Preview" with "Canon IJ XPS Preview" when reading this information.

You can display and check the print result before printing.

The procedure for displaying the print result before printing is as follows:

You can also set the print results display on the Quick Setup tab.

1. Open the printer driver setup window

2. Set the preview

   Check the Preview before printing check box on the Main tab.

3. Complete the setup

   Click OK.

   When you execute print, the Canon IJ Preview opens and displays the print results.

**Important**

- In the Manual Color Adjustment dialog box, the Color Adjustment tab contains the Print a pattern for color adjustment check box. When this check box is selected, the Preview before printing appears grayed out and is unavailable.

Related Topic

- Canon IJ Preview
Setting Paper Dimensions (Custom Size)

You can specify the height and width of paper when its size cannot be selected from the Page Size. Such a paper size is called "custom size."

The procedure for specifying a custom size is as follows:

You can also set a custom size in Printer Paper Size on the Quick Setup tab.

1. Set the custom size in the application software

Specify the custom size in the paper size setting of your application software.

**Important**

When the application software that created the document has a function for specifying the height and width values, use the application software to set the values. When the application software does not have such a function or if the document does not print correctly, use the printer driver to set the values.

2. Open the printer driver setup window

3. Select the paper size

Select Custom... for Page Size on the Page Setup tab.

The Custom Paper Size dialog box opens.
4. Set the custom paper size
   Specify Units, and enter the Width and Height of the paper to be used. Then click OK.

5. Complete the setup
   Click OK on the Page Setup tab.
   When you execute print, the data is printed with the specified paper size.
Editing the Print Document or Reprinting from the Print History

This function is unavailable when the standard IJ printer driver is used.

In the Canon IJ XPS preview window, you can edit the print document or retrieve the document print history to print the document.

The procedure for using the Canon IJ XPS Preview is as follows:

- **Print**
- **Combine Documents**
- **Delete Document**
- **Reset Documents**
- **View Thumbnails**
- **Move Document**
- **Undo**
- **Move Page**
- **Delete Page**

**Note**

- Click **View Thumbnails** to view all print pages of the print document selected from the **Document Name** list.
  To hide the print pages, click **View Thumbnails** again.
- Clicking **Undo** reverses the change that just performed.
**Editing and Printing a Print Document**

When printing multiple documents or pages, you can combine documents, change the print sequence of the documents or pages, or delete documents or pages.

1. Open the **printer driver setup window**

2. **Set the preview**
   - Check the **Preview before printing** check box on the **Main** tab.

3. **Complete the setup**
   - Click **OK**.
   
The Canon IJ XPS Preview will start and the print result will be displayed before printing.

4. **Editing print documents and print pages**

   - **Combining print documents**
     
     You can combine multiple print documents to form a single document.
     
     To select multiple print documents, hold down the Ctrl key and click the documents to be merged, or hold down the Shift key and press the upper arrow or lower arrow key.
     
     You can also click a blank area in the document list and drag the mouse to select multiple documents.
     
     By combining print documents, you can prevent blank pages from being inserted when you execute duplex printing or page layout printing.
     
     From the **Document Name** list, select the documents to be combined. On the **Edit** menu, select **Combine Documents** from **Documents** to combine the documents in the listed sequence. When you combine documents, the documents selected before the combining are deleted from the list and the combined document is added to the list.

   - **Changing the sequence of print documents or print pages**
     
     - To change the sequence of the print documents, go to the **Document Name** list, and select the print document to be moved. Next, on the **Edit** menu, select **Move Document** from **Documents**, and select the appropriate item. You can also click and drag a print document to change the print sequence.
     
     - To change the sequence of the print pages, click **View Thumbnails** from the **Option** menu, and select the print page to be moved. Next, on the **Edit** menu,
select Move Page from Pages, and select the appropriate item. You can also click and drag a print page to change the print sequence.

- **Deleting print documents and print pages**
  - To delete a print document, select the target document from the Document Name list, and on the Edit menu, choose Documents and then Delete Document.
  - To delete a print page, click View Thumbnails from the Option menu, and select the print page to be deleted. Next, on the Edit menu, select Delete Page from Pages.

- **Print page recovery**
  You can recover pages that were deleted with Delete Page.
  To recover pages, select the View Deleted Pages check box from the Option menu, and select the pages to be recovered from among the displayed thumbnail pages. Then from the Edit menu chose Pages and then Restore Page.

After editing the print documents or print pages, you can change the print settings on the Page Information, Layout and Manual Color Adjustment tabs as necessary.

### Important
- To display the multiple documents in the list, open the preview and execute print again.
- To return the print documents to their original condition before they were edited in the preview, on the Edit menu, select Reset Documents from Documents.
- If the documents to be combined have different print settings, a message may be displayed.
  Check the contents of the displayed message before combining the documents.
- If the documents to be combined have different output paper sizes and duplex printing or page layout printing is to be performed, the printer may not produce the expected print results for certain print pages.
  Check the preview before printing.
- Depending on the print settings of the print document, some functions may not be available in the Canon IJ XPS preview.

### Note
- You can rename Document Name to any name.

5. Executing print
Click **Print**.
When you execute print, the printer uses the specified settings to print the data.

**Reprinting from the Print History**

When you click **Save Print History** on the **File** menu to enable the setting, the document printed from the preview is saved, and you can reprint the document with the same settings.

1. **Displaying the print history**
   Open the **printer driver setup window**. Then on the **Maintenance** tab, select **View Print History**.
   The saved print document is displayed in the preview.

   **Important**
   - To limit the number of print history registrations, click **History Entry Limit** on the **File** menu.
   - If the limit on the number of registration is exceeded, the print history registrations are deleted starting from the oldest one.

2. **Selecting a print document**
   From the **Document Name** list, select the document to be printed.

3. **Executing print**
   Click **Print**.

**Related Topic**

- **Displaying the Print Results before Printing**
Changing the Print Quality and Correcting Image Data

- Setting the Print Quality Level (Custom)
- Printing a Color Document in Monochrome
- Specifying Color Correction
- Optimal Photo Printing of Image Data
- Adjusting Colors with the Printer Driver
- Printing with ICC Profiles
- Adjusting Color Balance
- Adjusting Color Balance Using Sample Patterns (Printer Driver)
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast
- Adjusting Intensity/Contrast Using Sample Patterns (Printer Driver)
Setting the Print Quality Level (Custom)

The print quality level can be set in the **Custom**.

The procedure for setting the print quality level is as follows:

1. Open the **printer driver setup window**

2. Select the print quality
   
   On the **Main** tab, select **Custom** for **Print Quality**, and click **Set**....

![Custom dialog box](image)

The **Custom** dialog box opens.

3. Setting the print quality level
   
   Drag the slider bar to select the print quality level and click **OK**.

4. Complete the setup
   
   Click **OK** on the **Main** tab.
   
   When you execute print, the image data is printed with the selected print quality level.
Important

- Certain print quality levels cannot be selected depending on the settings of Media Type.

Related Topics

- Specifying Color Correction
- Adjusting Color Balance
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast
Printing a Color Document in Monochrome

The procedure for printing a color document in monochrome is as follows:

You can also set a grayscale printing in Additional Features on the Quick Setup tab.

1. Open the printer driver setup window

2. Set grayscale printing

   Check the Grayscale Printing check box on the Main tab.

3. Complete the setup

   Click OK.

   When you execute print, the document is converted to grayscale data. It allows you to print the color document in monochrome.

   **Important**

   When the Grayscale Printing check box is checked, the printer driver processes image data as sRGB data. In this case, actual colors printed may differ from those in the original image data.
When using the grayscale printing function to print Adobe RGB data, convert the data to sRGB data using an application software.

**Note**

- During **Grayscale Printing**, color inks may be used as well as black ink.
Specifying Color Correction

You can specify the color correction method suited to the type of document to be printed. Normally, the printer driver adjusts the colors by using Canon Digital Photo Color so that data is printed with color tints that most people prefer. This method is suitable for printing sRGB data.

When you want to print by using the color space (Adobe RGB or sRGB) of the image data effectively, select **ICM (ICC Profile Matching)**. When you want to use an application software to specify a printing ICC profile, select **None**.

The procedure for specifying color correction is as follows:

You can also set color correction on the **Quick Setup** tab by choosing **Photo Printing** under **Commonly Used Settings**, and then choosing **Color/Intensity Manual Adjustment** under **Additional Features**.

1. Open the **printer driver setup window**

2. Select the manual color adjustment
   - On the **Main** tab, select **Manual** for **Color/Intensity**, and click **Set...**.

   ![Image of printer driver setup window]
   
   The **Manual Color Adjustment** dialog box opens.

3. Select color correction
   - Click **Matching** tab, select **Color Correction** setting that matches your purpose from the following, and click **OK**.

   ![Image of Manual Color Adjustment dialog box]
Driver Matching
With Canon Digital Photo Color, you can print sRGB data with color tints that most people prefer.

ICM (ICC Profile Matching)
Adjusts the colors by using an ICC profile when printing. Specify the input profile to be used.

None
The printer driver does not perform color correction. Select this value when you are specifying an individually created printing ICC profile in an application software to print data.

4. Complete the setup
Click OK on the Main tab. When you execute print, the document data is printed with the specified color correction.

Important
- When ICM is disabled in the application software, ICM is unavailable for Color Correction and the printer may not be able to print the image data properly.
- When the Grayscale Printing check box on the Main tab is checked, Color Correction appears grayed out and is unavailable.

Related Topics
- Optimal Photo Printing of Image Data
• Adjusting Colors with the Printer Driver
• Printing with ICC Profiles
Optimal Photo Printing of Image Data

When people print images taken with digital cameras, they sometimes feel that the printed color tones differ from those of actual image or those displayed on the monitor. To get the print results as close as possible to the desired color tones, you must select a printing method that is best suited to the application software used or to your purpose.

Color Management

Devices such as digital cameras, scanners, monitors, and printers handle color differently. Color management (color matching) is a method that manages device-dependent "colors" as a common color space.

For Windows, a color management system called "ICM" is built into the operating system. Adobe RGB and sRGB are popularly used as common color spaces. Adobe RGB has a wider color space than sRGB.

ICC profiles convert device-dependent "colors" into a common color space. By using an ICC profile and carrying out color management, you can draw out the color space of the image data within the color reproduction area that the printer can express.

Selecting a Printing Method Suited to the Image Data

The recommended printing method depends on the color space (Adobe RGB or sRGB) of the image data or the application software to be used.

There are two typical printing methods.
Check the color space (Adobe RGB or sRGB) of the image data and the application software to be used, and then select the printing method suited to your purpose.

Adjusting Colors with the Printer Driver

Describes the procedure for printing sRGB data by using the color correction function of the printer driver.

- To print using Canon Digital Photo Color
  The printer prints data with color tints that most people prefer, reproducing colors of the original image data and producing three-dimensional effects and high, sharp contrasts.

- To print by directly applying editing and touch-up results of an application software
  When printing the data, the printer brings out subtle color difference between dark and light areas, while leaving the darkest and lightest areas intact.
  When printing the data, the printer applies fine adjustment results, such as brightness adjustments made with an application software.
Printing with ICC Profiles
Describes the procedure for printing by using the color space of Adobe RGB or sRGB effectively.
You can print with a common color space by setting up the application software and the printer driver so that the color management matches the input ICC profile of the image data. The method for setting up the printer driver differs depending on the application software to be used.
Adjusting Colors with the Printer Driver

You can specify the color correction function of the printer driver to print sRGB data with color tints that most people prefer through the use of Canon Digital Photo Color. When printing from an application software that can identify ICC profiles and allows you to specify them, use a printing ICC profile in the application software, and select settings for color management.

The procedure for adjusting colors with the printer driver is as follows:

1. Open the printer driver setup window
2. Select the manual color adjustment
3. Select color correction
   Click Matching tab, and select Driver Matching for Color Correction.

![Manual Color Adjustment dialog box]

4. Set the other items
   If necessary, click Color Adjustment tab, and adjust the color balance (Cyan, Magenta, Yellow) and adjust Brightness, Intensity, and Contrast settings, and then click OK.
5. Complete the setup
Click **OK** on the **Main** tab.
When you execute print, the printer driver adjusts the colors when printing the data.

**Related Topics**

- Setting the Print Quality Level (Custom)
- Specifying Color Correction
- Adjusting Color Balance
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast
Printing with ICC Profiles

When the image data has a specified input ICC profile, you can print by using the color space (Adobe RGB or sRGB) of the data effectively.

The printer driver setting procedure varies depending on the application software used to print.

Specify an ICC Profile from the Application Software and Print the Data

When you print the editing and touch-up results of Adobe Photoshop, Canon Digital Photo Professional, or any application software that allows you to specify input and printing ICC profiles, you print by effectively using the color space of the input ICC profile specified in the image data.

To use this printing method, use your application software to select color management items and specify an input ICC profile and a printing ICC profile in the image data.

Even if you print using a printing ICC profile that you created yourself from your application software, be sure to select color management items from your application software.

For instructions, refer to the manual of the application software you are using.

1. Open the printer driver setup window

2. Select the manual color adjustment
   
   On the Main tab, select Manual for Color/Intensity, and click Set....
   
   The Manual Color Adjustment dialog box opens.

3. Select color correction
   
   Click Matching tab, and select None for Color Correction.
4. Set the other items

If necessary, click **Color Adjustment** tab, and adjust the color balance (**Cyan**, **Magenta**, **Yellow**) and adjust **Brightness**, **Intensity**, and **Contrast** settings, and then click **OK**.

5. Complete the setup

Click **OK** on the **Main** tab.
When you execute print, the machine uses the color space of the image data.

**Specify an ICC Profile with the Printer Driver, and then Print**

Print from an application software that cannot identify input ICC profiles or does allow you to specify one by using the color space of the input ICC profile (sRGB) found in the data. When printing Adobe RGB data, you can print the data with the Adobe RGB color space even if the application software does not support Adobe RGB.

1. Open the **printer driver setup window**

2. Select the manual color adjustment

   On the **Main** tab, select **Manual** for **Color/Intensity**, and click **Set**....
   The **Manual Color Adjustment** dialog box opens.

3. Select color correction

   Click **Matching** tab, and select **ICM (ICC Profile Matching)** for **Color Correction**.
4. Select the input profile

Select an **Input Profile** that matches the color space of the image data.

- **For sRGB data or data without an input ICC profile:**
  Select **Standard**.

- **For Adobe RGB data:**
  Select **Adobe RGB (1998)**.

**Important**

- When the application software specifies an input profile, the input profile setting of the printer driver becomes invalid.
- When no input ICC profiles are installed on your computer, **Adobe RGB (1998)** will not be displayed.

5. Set the other items

If necessary, click **Color Adjustment** tab, and adjust the color balance (**Cyan**, **Magenta**, **Yellow**) and adjust **Brightness**, **Intensity**, and **Contrast** settings, and then click **OK**.

6. Complete the setup

Click **OK** on the **Main** tab.

When you execute print, the machine uses the color space of the image data.
Related Topics

- Setting the Print Quality Level (Custom)
- Specifying Color Correction
- Adjusting Color Balance
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast
Adjusting Color Balance

You can adjust the color tints when printing. Since this function adjusts color balance of the output by changing the ink ratios of each color, it changes the total color balance of the document. Use the application software when you want to change the color balance significantly. Use the printer driver only when you want to adjust the color balance slightly. The following sample shows the case when color balance is used to intensify cyan and to diminish yellow so that the overall colors are more uniform.

No adjustment Adjust color balance

The procedure for adjusting color balance is as follows:

You can also set color balance on the Quick Setup tab by choosing Photo Printing under Commonly Used Settings, and then choosing Color/Intensity Manual Adjustment under Additional Features.

1. Open the printer driver setup window

2. Select the manual color adjustment

   On the Main tab, select Manual for Color/Intensity, and click Set....
The **Manual Color Adjustment** dialog box opens.

3. Adjust color balance

There are individual sliders for Cyan, Magenta, and Yellow. Each color becomes stronger when the corresponding slider is moved to the right, and becomes weaker when the corresponding slider is moved to the left. For example, when cyan becomes weaker, the color red becomes stronger.

You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50. The current settings are displayed in the settings preview on the left side of the printer driver.

After adjusting each color, click **OK**.
Important

- Adjust the slider gradually.

4. Complete the setup

   Click **OK** on the **Main** tab.
   When you execute print, the document is printed with the adjusted color balance.

Important

- When the **Grayscale Printing** check box on the **Main** tab is checked, the color balance (**Cyan**, **Magenta**, **Yellow**) appear grayed out and are unavailable.

Related Topics

- Setting the Print Quality Level (Custom)
- Specifying Color Correction
- Adjusting Color Balance Using Sample Patterns (Printer Driver)
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast
- Adjusting Intensity/Contrast Using Sample Patterns (Printer Driver)
Adjusting Color Balance Using Sample Patterns (Printer Driver)

You can look at the print results of pattern print and adjust the color balance. When you change the color balance or intensity/contrast of a document, the pattern print function prints the adjustment results in a list, together with the adjustment values.

Described below is the procedure for adjusting the color balance while looking at the pattern.

1. Open the printer driver setup window

2. Select the manual color adjustment
   On the Main tab, select Manual for Color/Intensity, and click Set....

   The Manual Color Adjustment dialog box opens.

3. Selecting pattern print
   On the Color Adjustment tab, select the Print a pattern for color adjustment check box, and click Pattern Print preferences....
4. Setting pattern print

When the **Pattern Print** dialog box opens, set the following items, and then click **OK**.

**Parameters to Adjust**
Select **Cyan/Magenta/Yellow**.

**Important**
- When the **Grayscale Printing** check box on the **Main** tab is checked, **Cyan/Magenta/Yellow** appear grayed out and are unavailable.

**Printer Paper Size**
Select the paper size to be used for pattern printing.

**Note**
- Depending on the paper size selected on the **Page Setup** tab, there may be sizes that cannot be selected.

**Amount of Pattern Instances**
Select **Largest**, **Large**, or **Small** to set the number of patterns to be printed.
Note

- **Largest** and **Large** cannot be selected when certain paper sizes or output paper sizes are selected.

**Color Variation Between Instances**
Set the amount of color change between neighboring patterns.

Note

- **Large** is about double the size of **Medium**, and **Small** is about half the size of **Medium**.

5. Checking the print results of pattern print

On the **Color Adjustment** tab, select **OK** to close the **Manual Color Adjustment** dialog box.

On the **Main** tab, select **OK**, and then execute printing. The machine then prints a pattern in which the color balance that you set is the center value.

**Important**

- Normally, patterns are printed with the color balance settings as the center values. However, when **Black Only** is selected for **Ink Cartridge Settings** on the **Maintenance** tab, the color balance settings are not applied to pattern printing.

6. Adjusting the color balance
Look at the print results and select the image that you like best. Then enter the color balance numbers indicated at the bottom of that image into the Cyan, Magenta, and Yellow fields on the Color Adjustment tab. Clear the Print a pattern for color adjustment check box, and click OK.

![Manual Color Adjustment](image)

**Note**
- You can also set color balance on the Quick Setup tab by choosing Photo Printing under Commonly Used Settings, and then choosing Color/Intensity Manual Adjustment under Additional Features.

7. Complete the setup

Click OK on the Main tab. Then when you execute printing, the document is printed with the color balance that was adjusted by the pattern print function.

**Important**
- When Print a pattern for color adjustment is selected on the Color Adjustment tab, the following items are grayed out and cannot be set:
  - Preview before printing on the Main tab
  - Stapling Side and Specify Margin... on the Page Setup tab (When Duplex Printing (Manual) is set, only Stapling Side can be set.)
- You can print a pattern only if Normal-size is selected for Page Layout on the Page Setup tab.
- When the Grayscale Printing check box on the Main tab is checked, Cyan, Magenta, and Yellow appear grayed out and are unavailable.
- Depending on your application software, this function may not be available.
Related Topics

- Adjusting Color Balance
- Adjusting Intensity
- Adjusting Contrast
- Adjusting Intensity/Contrast Using Sample Patterns (Printer Driver)
Adjusting Brightness

You can change the brightness of the overall image data during printing. This function does not change pure white or pure black but it changes the brightness of the intermediate colors. The following sample shows the print result when the brightness setting is changed.

Light is selected  Normal is selected  Dark is selected

The procedure for adjusting brightness is as follows:

You can also set brightness on the Quick Setup tab by choosing Photo Printing under Commonly Used Settings, and then choosing Color/Intensity Manual Adjustment under Additional Features.

1. Open the printer driver setup window

2. Select the manual color adjustment

   On the Main tab, select Manual for Color/Intensity, and click Set....

   The Manual Color Adjustment dialog box opens.

3. Specify the brightness
Select **Light**, **Normal**, or **Dark** for **Brightness**, and click **OK**. The current settings are displayed in the settings preview on the left side of the printer driver.

![Manual Color Adjustment settings](image)

4. Complete the setup

   Click **OK** on the **Main** tab.
   
   When you execute print, the data is printed at the specified brightness.

**Related Topics**

- Setting the Print Quality Level (Custom)
- Specifying Color Correction
- Adjusting Color Balance
- Adjusting Intensity
- Adjusting Contrast
Adjusting Intensity

You can dilute (brighten) or intensify (darken) the colors of the overall image data during printing.

The following sample shows the case when the intensity is increased so that all colors become more intense when the image data is printed.

![No adjustment vs. Higher intensity images](image)

The procedure for adjusting intensity is as follows:

You can also set intensity on the Quick Setup tab by choosing Photo Printing under Commonly Used Settings, and then choosing Color/Intensity Manual Adjustment under Additional Features.

1. Open the printer driver setup window

2. Select the manual color adjustment

   On the Main tab, select Manual for Color/Intensity, and click Set....

   ![Printer driver setup window](image)

   The Manual Color Adjustment dialog box opens.

3. Adjust intensity
Moving the **Intensity** slider to the right intensifies (darkens) the colors, and moving the slider to the left dilutes (brightens) the colors. You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50. The current settings are displayed in the settings preview on the left side of the printer driver.

After adjusting each color, click **OK**.

> **Important**
>
> - Adjust the slider gradually.

4. Complete the setup

   Click **OK** on the **Main** tab.
   
   When you execute print, the image data is printed with the adjusted intensity.

**Related Topics**

- Setting the Print Quality Level (Custom)
- Specifying Color Correction
- Adjusting Color Balance
- Adjusting Color Balance Using Sample Patterns (Printer Driver)
- Adjusting Brightness
- Adjusting Contrast
- Adjusting Intensity/Contrast Using Sample Patterns (Printer Driver)
Adjusting Contrast

You can adjust the image contrast during printing. To make the differences between the light and dark portions of images greater and more distinct, increase the contrast. On the other hand, to make the differences between the light and dark portions of images smaller and less distinct, reduce the contrast.

No adjustment  Adjust the contrast

The procedure for adjusting contrast is as follows:

You can also set contrast on the Quick Setup tab by choosing Photo Printing under Commonly Used Settings, and then choosing Color/Intensity Manual Adjustment under Additional Features.

1. Open the printer driver setup window

2. Select the manual color adjustment

   On the Main tab, select Manual for Color/Intensity, and click Set....

   

   The Manual Color Adjustment dialog box opens.

3. Adjust the contrast
Moving the **Contrast** slider to the right increases the contrast, and moving the slider to the left decreases the contrast. You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50. The current settings are displayed in the settings preview on the left side of the printer driver. After adjusting each color, click **OK**.

![Contrast Slider](image.png)

**Important**

- Adjust the slider gradually.

4. Complete the setup

   Click **OK** on the **Main** tab. When you execute print, the image is printed with the adjusted contrast.

**Related Topics**

- Setting the Print Quality Level (Custom)
- Specifying Color Correction
- Adjusting Color Balance
- Adjusting Color Balance Using Sample Patterns (Printer Driver)
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Intensity/Contrast Using Sample Patterns (Printer Driver)
Adjusting Intensity/Contrast Using Sample Patterns (Printer Driver)

You can look at the print results of pattern print and adjust the intensity/contrast. When you change the color balance or intensity/contrast of a document, the pattern print function prints the adjustment results in a list, together with the adjustment values.

Described below is the procedure for adjusting the intensity/contrast while looking at the pattern.

1. Open the printer driver setup window

2. Select the manual color adjustment

   On the Main tab, select Manual for Color/Intensity, and click Set....

   ![Manual Color Adjustment dialog box](image)

   The Manual Color Adjustment dialog box opens.

3. Selecting pattern print

   On the Color Adjustment tab, select the Print a pattern for color adjustment check box, and click Pattern Print preferences....

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4. Setting pattern print

When the Pattern Print dialog box opens, set the following items, and then click OK.

Parameters to Adjust
Select Intensity/Contrast.

Printer Paper Size
Select the paper size to be used for pattern printing.

Note
- Depending on the paper size selected on the Page Setup tab, there may be sizes that cannot be selected.

Amount of Pattern Instances
Select Largest, Large, or Small to set the number of patterns to be printed.

Note
- Largest and Large cannot be selected when certain paper sizes or output paper sizes are selected.
Color Variation Between Instances
Set the amount of color change between neighboring patterns.

**Note**
- **Large** is about double the size of **Medium**, and **Small** is about half the size of **Medium**.

5. Checking the print results of pattern print
On the **Color Adjustment** tab, select **OK** to close the **Manual Color Adjustment** dialog box.
On the **Main** tab, select **OK**, and then execute printing. The machine then prints a pattern in which the intensity/contrast that you set is the center value.

6. Adjusting the intensity/contrast
Look at the print results and select the image that you like best. Then enter the intensity/contrast numbers indicated at the bottom of that image into the **Intensity** and **Contrast** fields on the **Color Adjustment** tab.
Clear the **Print a pattern for color adjustment** check box, and click **OK**.
7. Complete the setup

Click OK on the Main tab.

Then when you execute printing, the document is printed with the intensity/contrast that was adjusted by the pattern print function.

**Important**

- When Print a pattern for color adjustment is selected on the Color Adjustment tab, the following items are grayed out and cannot be set:
  - Preview before printing on the Main tab
  - Stapling Side and Specify Margin... on the Page Setup tab (When Duplex Printing (Manual) is set, only Stapling Side can be set.)
- You can print a pattern only if Normal-size is selected for Page Layout on the Page Setup tab.
- Depending on your application software, this function may not be available.

Related Topics

- Adjusting Color Balance
- Adjusting Color Balance Using Sample Patterns (Printer Driver)
- Adjusting Intensity
- Adjusting Contrast
Overview of the Printer Driver

- Canon IJ Printer Driver
- How to Open the Printer Driver Setup Window
- Canon IJ Status Monitor
- Checking the Ink Status from Your Computer
- Canon IJ Preview
- Deleting the Undesired Print Job
- Instructions for Use (Printer Driver)
Canon IJ Printer Driver

The Canon IJ printer driver (called printer driver below) is a software that is installed on your computer for printing data with this machine.

The printer driver converts the print data created by your application software into data that your printer can understand, and sends the converted data to the printer.

Because different models support different print data formats, you need a printer driver for the specific model you are using.

Printer Driver Types

On Windows Vista SP1 or later, you can install the XPS printer driver in addition to the regular printer driver.

The XPS printer driver is suited to print from an application software that supports XPS printing.

>>> Important

To use the XPS printer driver, the standard printer driver must already be installed on your computer.

Installing the Printer Driver

- To install the regular printer driver, load the Setup CD-ROM that comes with the machine, and then install the driver from Start Setup Again.

- To install the XPS printer driver, load the Setup CD-ROM that comes with the machine, and then select XPS Driver from Add Software.

Specifying the Printer Driver

To specify the printer driver, open the Print dialog box of the application software you are using, and select "XXX Printer" (where "XXX" is your model name) to specify the regular printer driver or select "XXX Printer XPS" (where "XXX" is your model name) to specify the XPS printer driver.

Displaying the Manual from the Printer Driver

To display a description of a tab in the printer driver setup window, click the Help button found on the tab.

Related Topic

- How to Open the Printer Driver Setup Window
How to Open the Printer Driver Setup Window

You can display the printer driver setup window from the application software in use or from the printer icon.

Open the Printer Driver Setup Window through the Application Software

Follow the procedure below to configure printing profile when printing.

1. Select the command that you perform printing on the application software
   In general, select **Print** on the **File** menu to open the **Print** dialog box.

2. Select your model name and click **Preferences** (or **Properties**)
   The printer driver setup window appears.

   **Note**
   Depending on application software you use, command names or menu names may vary and there may be more steps. For details, refer to the user's manual of your application software.

Opening the Printer Driver Setup Window from the Printer Icon

Follow the procedure below to perform machine maintenance operations such as print head cleaning, or to configure a printing profile that is common to all application software.

1. Select as described below:
   
   • If you are using Windows 8, from the Desktop charms, select **Settings** -> **Control Panel** -> **Hardware and Sound** -> **Devices and Printers**.

   • If you are using Windows 7, select the **Start** menu -> **Devices and Printers**.

   • If you are using Windows Vista, select the **Start** menu -> **Control Panel** -> **Hardware and Sound** -> **Printers**.

   • If you are using Windows XP, select the **start** menu -> **Control Panel** -> **Printers and Other Hardware** -> **Printers and Faxes**.

2. Right-click your model name icon, and then select **Printing preferences** from the displayed menu
   The printer driver setup window appears.
Important

- Opening the printer driver setup window through **Printer properties** (Windows 8, Windows 7) or **Properties** (Windows Vista, Windows XP) displays such tabs regarding the Windows functions as the **Ports** (or **Advanced**) tab. Those tabs do not appear when opening through **Printing preferences** or application software. For tabs regarding Windows functions, refer to the user's manual for the Windows.
Canon IJ Status Monitor

If you are using the XPS printer driver, replace "Canon IJ Status Monitor" with "Canon IJ XPS Status Monitor" when reading this information.

The Canon IJ Status Monitor is an application software that shows the status of the machine and the progress of printing. You will know the status of the machine with graphics, icons, and messages.

Launching the Canon IJ Status Monitor

The Canon IJ Status Monitor launches automatically when print data is sent to the machine. When launched, the Canon IJ Status Monitor appears as a button on the task bar.

Click the button of the status monitor displayed on the task bar. The Canon IJ Status Monitor appears.

Note

- To open the Canon IJ Status Monitor when the machine is not printing, open the printer driver setup window and click View Printer Status on the Maintenance tab.
- The information displayed on the Canon IJ Status Monitor may differ depending on the country or region where you are using your machine.

When Errors Occur

The Canon IJ Status Monitor is automatically displayed if an error occurs (e.g., if the printer runs out of paper or if the ink is low).
In such cases, take the appropriate action as described.
Checking the Ink Status from Your Computer

If you are using the XPS printer driver, replace "Canon IJ Status Monitor" with "Canon IJ XPS Status Monitor" when reading this information.

You can check the remaining ink level and the FINE cartridge types for your model.

1. Open the printer driver setup window

2. Launching the Canon IJ Status Monitor

   On the Maintenance tab, click View Printer Status.
   The Canon IJ Status Monitor opens and displays an image of the ink status.

3. If necessary, click Ink Details.

   You can check the ink-related information.

   If a warning or error related to the remaining ink amount occurs, a notification icon is displayed at the top of the image in the Ink Details dialog box.
   In such cases, take the appropriate action as described on the screen.

   **Note**

   - You can also display the Ink Details dialog box by selecting the ink icon on the Canon IJ Status Monitor.
Canon IJ Preview

The Canon IJ Preview is an application software that displays what the print result will look like before a document is actually printed.

The preview reflects the information that is set within the printer driver and allows you to check the document layout, print order, and number of pages. You can also change the media type settings.

When you want to display a preview before printing, open the printer driver setup window, click the Main tab, and check the Preview before printing check box.

When you do not want to display a preview before printing, uncheck the check box.

Important

- If you are using the XPS printer driver, see "Editing the Print Document or Reprinting from the Print History."

Related Topic

- Displaying the Print Results before Printing
Deleting the Undesired Print Job

If you are using the XPS printer driver, replace "Canon IJ Status Monitor" with "Canon IJ XPS Status Monitor" when reading this information.

If the printer does not start printing, canceled or failed print job data may be remaining. Delete the undesired print job by using the Canon IJ Status Monitor.

1. Display the Canon IJ Status Monitor
   
   Click the button of the status monitor displayed on the task bar. The Canon IJ Status Monitor appears.

2. Display the print jobs
   
   Click Display Print Queue. The print queue window opens.

3. Delete the print jobs
   
   Select Cancel All Documents from the Printer menu. When the confirmation message appears, click Yes.

   The deletion of the print job is complete.

**Important**

- Users who have not been granted access permission for printer management cannot delete the print job of another user.

**Note**

- When you perform this operation, all print jobs are deleted. If the print queue list contained a necessary print job, start the printing process over from the beginning.
Instructions for Use (Printer Driver)

This printer driver is subject to the following restrictions. Keep the following points in mind when using the printer driver.

Restrictions on the Printer Driver

• With some applications, the Copies setting in the Page Setup tab of the printer driver may not be enabled. In this case, use the copies setting in the Print dialog box of the application software.

• If the selected Language in the About dialog box of the Maintenance tab does not match the operating system interface language, the printer driver setup window may not be displayed properly.

• Do not change the Advanced tab items of the printer properties. If you change any of the items, you will not be able to use the following functions correctly. Also, if Print to file is selected in the Print dialog box of the application software and with applications that prohibit EMF spooling, such as Adobe Photoshop LE and MS Photo Editor, the following functions will not operate.

• Preview before printing on the Main tab

• Prevention of Print Data Loss in the Print Options dialog box on the Page Setup tab

• Page Layout, Tiling/Poster, Booklet, Duplex Printing (Manual), Specify Margin..., Print from Last Page, Collate, and Stamp/Background... (Stamp...) on the Page Setup tab

• Print a pattern for color adjustment on the Color Adjustment tab in the Manual Color Adjustment dialog box

• Since the resolution in the preview display differs from the printing resolution, text and lines in the preview display may appear different from the actual print result.

• With some applications, the printing is divided into multiple print jobs. To cancel printing, delete all divided print jobs.

• If image data is not printed correctly, display the Print Options dialog box from the Page Setup tab and change the setting of Disable ICM required from the application software. This may solve the problem.
Note

Disable ICM required from the application software cannot be used when the XPS printer driver is used.

Points to Note About Applications with Restrictions

- There are following restrictions in Microsoft Word (Microsoft Corporation).
  - When Microsoft Word has the same printing functions as the printer driver, use Word to specify them.
  - When Fit-to-Page, Scaled, or Page Layout is used for Page Layout on the Page Setup tab of the printer driver, the document may not print normally in certain versions of Word.
  - When Page Size in Word is set to "XXX Enlarge/Reduce", the document may not print normally in certain versions of Word.

If this happens, follow the procedure below.

1. Open Word's Print dialog box.
2. Open the printer driver setup window, and on the Page Setup tab, set Page Size to the same paper size that you specified in Word.
3. Set the Page Layout that you want, and then click OK to close the window.
4. Without starting printing, close the Print dialog box.
5. Open Word's Print dialog box again.
6. Open the printer driver setup window and click OK.
7. Start printing.

- If bitmap printing is enabled in Adobe Illustrator (Adobe Systems Incorporated), printing may take time or some data may not be printed. Print after unchecking the Bitmap Printing check box in the Print dialog box.
Printer Driver Description

- Quick Setup tab Description
- Main tab Description
- Page Setup tab Description
- Maintenance tab Description
- Canon IJ Preview Description
- Canon IJ XPS Preview Description
- Canon IJ Status Monitor Description
Quick Setup tab Description

The **Quick Setup** tab is for registering commonly used print settings. When you select a registered setting, the machine automatically switches to the preset items.

Commonly Used Settings
The names and icons of frequently used printing profiles are registered. When you select a printing profile according to the purpose of the document, settings that match the purpose are applied.

In addition, functions that are thought to be useful for the selected printing profile are displayed in **Additional Features**.

You can also change a printing profile and register it under a new name. You can delete the registered printing profile.

You can rearrange the profiles either by dragging the individual profiles or by holding down the Ctrl key and pressing the up or down arrow keys.

**Standard**
These are the factory settings.
If **Page Size**, **Orientation**, and **Copies** were set from the application software, those settings have priority.

**Photo Printing**
If you select this setting when printing a photo, the photo paper and photo size generally used are set.
If **Orientation** and **Copies** were set from the application software, those settings have priority.
Business Document
Select this setting when printing a general document.
If Page Size, Orientation, and Copies were set from the application software, those settings have priority.

Paper Saving
Select this setting to save paper when printing a general document. The 2-on-1 Printing and Duplex Printing (Manual) check boxes are checked automatically.
If Page Size, Orientation, and Copies were set from the application software, those settings have priority.

Envelope
If you select this setting for printing an envelope, Media Type is set automatically to Envelope. In the Envelope Size Setting dialog box, select the size of the envelope to be used.

Note
The combination of the Additional Features that was displayed for the printing profile that had been selected when the added printing profile was saved is also displayed when that added printing profile is selected.

Save...
Displays the Save Commonly Used Settings dialog box.
Click this button when you want to save the information that you set on the Quick Setup, Main, and Page Setup tabs to Commonly Used Settings.

Save Commonly Used Settings dialog box
This dialog box allows you to save the information that you set on the Quick Setup, Main, and Page Setup tabs and add the information to the Commonly Used Settings list on the Quick Setup tab.

Name
Enter the name for the printing profile you wish to save.
Up to 255 characters can be entered.
The name appears, with its associated icon, in the Commonly Used Settings list on the Quick Setup tab.

Options...
Opens the Save Commonly Used Settings dialog box.
Changes the details of printing profile to be saved.

Save Commonly Used Settings dialog box
Select the icons of the printing profiles to be registered to Commonly Used Settings, and change the items to be saved in the printing profiles.
Icon
Select the icon for the printing profile you wish to save. The selected icon appears, with its name, in the Commonly Used Settings list on the Quick Setup tab.

Save the paper size setting
Saves the paper size to the printing profile in Commonly Used Settings. To apply the saved paper size when the printing profile is selected, check this check box. If this check box is unchecked, the paper size is not saved, and consequently the paper size setting is not applied when the printing profile is selected. Instead the printer prints with the paper size specified with the application software.

Save the orientation setting
Saves the Orientation to the printing profile in Commonly Used Settings. To apply the saved print orientation when the printing profile is selected, check this check box. If this check box is unchecked, the print orientation is not saved, and consequently the Orientation setting is not applied when the printing profile is selected. Instead the printer prints with the print orientation specified with the application software.

Save the copies setting
Saves the Copies setting to the printing profile in Commonly Used Settings. To apply the saved copies setting when the printing profile is selected, check this check box. If this check box is unchecked, the copies setting is not saved, and consequently the Copies setting is not applied when the printing profile is selected. Instead the printer prints with the copies setting specified with the application software.

Delete
Deletes a registered printing profile. Select the name of the setting to be deleted from Commonly Used Settings, and click Delete. When a confirmation message is displayed, click OK to delete the specified printing profile.

Note
- Printing profiles that are registered in the initial settings cannot be deleted.
Settings Preview
The paper illustration shows how the original will be laid out on a sheet of paper. You can check an overall image of the layout.

Preview before printing
Shows what the print result will look like before you actually print the data. Check this check box to display a preview before printing. Uncheck this check box if you do not want to display a preview.

Important
To use the Canon IJ XPS Preview, you must have Microsoft .NET Framework 4 Client Profile installed on your computer.

Additional Features
Displays the frequently used, convenient functions for the printing profile that you selected for Commonly Used Settings on the Quick Setup tab.
When you move the mouse pointer near a function that can be changed, a description of that function is displayed.

To enable a function, check the corresponding check box. To disable a function, uncheck the check box.
For some functions, you can set detailed settings from the Main and Page Setup tabs.

2-on-1 Printing
Prints two pages of the document, side by side, on one sheet of paper.
To change the page sequence, click the Page Setup tab, select Page Layout for Page Layout, and click Specify.... Then in the Page Layout Printing dialog box that appears, specify the Page Order.

4-on-1 Printing
Prints four pages of the document, side by side, on one sheet of paper.
To change the page sequence, click the Page Setup tab, select Page Layout for Page Layout, and click Specify.... Then in the Page Layout Printing dialog box that appears, specify the Page Order.

Duplex Printing (Manual)
Select whether to print the document to both sides of the paper manually or to one side of the paper.
To change the staple side or the margins, set the new values from the Page Setup tab.

Grayscale Printing
This function converts the data to monochrome data when printing your document.
Draft
This setting is appropriate for test printing.

Rotate 180 degrees
Prints the document by rotating it 180 degrees against the paper feed direction.
The width of print area and the amount of extension that are configured in other
application software will be reversed vertically and horizontally.

Color/Intensity Manual Adjustment
Select when you set the Color Correction method and individual settings such as
Cyan, Magenta, Yellow, Brightness, Intensity, and Contrast, etc.

Important
- Depending on the printing profiles that were selected in Commonly Used Settings,
certain function may be grayed out and you will not be able to change them.

Media Type
Selects a type of printing paper.
Select a media type that matches the paper that is loaded in the printer. This ensures that
printing is carried out properly for the specified paper.

Printer Paper Size
Selects the size of paper actually loaded into the machine.
Normally, the paper size is set automatically according to the output paper size setting, and
the document is printed with no scaling.
When you set 2-on-1 Printing or 4-on-1 Printing in Additional Features, you can
manually set the paper size with Page Size on the Page Setup tab.
If you select a paper size that is smaller than the Page Size, the page image will be
reduced.
If you select a paper size that is larger than the Page Size, the page image will be enlarged.

Custom Paper Size dialog box
This dialog box allows you to specify the size (width and height) of the custom paper.

Units
Select the unit for entering a user-defined paper size.

Paper Size
Specifies the Width and the Height of the custom paper. Measurement is shown
according to the units specified in Units.
Orientation
Selects the printing orientation.
If the application used to create your document has a similar function, select the same orientation that you selected in that application.

Portrait
Prints the document so that its top and bottom positions are unchanged relative to the paper feed direction. This is the default setting.

Landscape
Prints the document by rotating it 90 degrees relative to the paper feed direction.
You can change the rotation direction by going to the Maintenance tab, opening the Custom Settings dialog box, and then using Rotate 90 degrees left when orientation is [Landscape] check box.
To rotate the document 90 degrees to the left when printing, select the Rotate 90 degrees left when orientation is [Landscape] check box.
To rotate the document 90 degrees to the right when printing, clear the Rotate 90 degrees left when orientation is [Landscape] check box.

Print Quality
Selects your desired printing quality.
Select one of the following to set the print quality level that is appropriate for the purpose.
To set the print quality level individually, click the Main tab, and for Print Quality, select Custom. The Set... becomes enabled. Click Set... to open the Custom dialog box, and then specify the desired settings.

High
Gives priority to print quality over printing speed.

Standard
Prints with average speed and quality.

Draft
This setting is appropriate for test printing.

Paper Source
Shows the source from which paper is supplied.

Copies
Specifies the number of copies you want to print. You can specify a value from 1 to 999.
Important

- When the application software that you used to create the document has the same function, specify the settings on the printer driver. However, if the print results are not acceptable, specify the function settings on the application software.

Always Print with Current Settings
Prints documents with the current settings starting from the next print execution.
When you select this function and then close the printer driver setup window, the information that you set on the Quick Setup, Main, and Page Setup tabs are saved and printing with the same settings is possible starting from the next print execution.

Important

- If you log on with a different user name, the settings that were set when this function was enabled are not reflected in the print settings.
- If a setting was specified on the application software, it has priority.

Defaults
Restores all the settings you have changed to their default values.
Click this button to return all settings on the Quick Setup, Main, and Page Setup tabs to their default values (factory settings).

Related Topics

- Printing with Easy Setup
- Setting a Page Size and Orientation
- Setting the Number of Copies and Printing Order
- Duplex Printing
- Setting Up Envelope Printing
- Displaying the Print Results before Printing
- Setting Paper Dimensions (Custom Size)
- Printing a Color Document in Monochrome
- Specifying Color Correction
- Adjusting Color Balance
- Adjusting Color Balance Using Sample Patterns (Printer Driver)
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast
- Adjusting Intensity/Contrast Using Sample Patterns (Printer Driver)
- Registering a Frequently Used Printing Profile
Main tab Description

The **Main** tab allows you to create a basic print setup in accordance with the media type. Unless special printing is required, normal printing can be performed just by setting the items on this tab.

Settings Preview

The paper illustration shows how the original will be laid out on a sheet of paper. You can check an overall image of the layout.

**Media Type**

Selects a type of printing paper.

Select a media type that matches the paper that is loaded in the machine. This ensures that printing is carried out properly for the specified paper.

**Paper Source**

Shows the source from which paper is supplied.

**Print Quality**

Selects your desired printing quality.

Select one of the following to set the print quality level that is appropriate for the purpose.

- **High**
  
  Gives priority to print quality over printing speed.

- **Standard**
  
  Prints with average speed and quality.
Draft
This setting is appropriate for test printing.

Custom
Select this when you want to set the printing quality level individually.
Set... is enabled and you can open the Custom dialog box to specify custom settings.

Set...
Open the Custom dialog box. You can then individually set the print quality level.
Select Custom for Print Quality to enable this button.

Custom dialog box
Set the quality level, and select the desired print quality.

Quality
You can use the slider bar to adjust the print quality level.

Important
- Certain print quality levels cannot be selected depending on the settings of Media Type.

Note
- The High, Standard, or Draft print quality modes are linked with the slider bar. Therefore when the slider bar is moved, the corresponding quality and value are displayed on the left. This is the same as when the corresponding radio button is selected for Print Quality on the Main tab.

Color/Intensity
Selects color adjustment method.

Auto
Cyan, Magenta, Yellow, Brightness, Intensity, and Contrast, and so on are adjusted automatically.

Manual
Select when you set the Color Correction method and individual settings such as Cyan, Magenta, Yellow, Brightness, Intensity, and Contrast, etc.
Set... is enabled and you can open the Color Adjustment tab and Matching tab of the Manual Color Adjustment dialog box to specify the desired settings.

Set...
In the Manual Color Adjustment dialog box, you can adjust individual color settings such as Cyan, Magenta, Yellow, Brightness, Intensity, and Contrast on the Color Adjustment tab, and select the Color Correction method on the Matching tab.
If you want to use an ICC profile to adjust colors, use the **Manual Color Adjustment** dialog box to set the profile.

**Color Adjustment Tab**
This tab allows you to adjust the color balance by changing the settings of the **Cyan**, **Magenta**, **Yellow**, **Brightness**, **Intensity**, and **Contrast** options.

**Preview**
Shows the effect of color adjustment. The color and brightness change when each item is adjusted. You can check the color adjustment status easily by changing the preview image to one similar to the results to be printed with **Sample Type**.

**Sample Type**
Selects a preview image displayed on the **Color Adjustment** tab. If necessary, select a preview image from **Standard**, **Portrait**, **Landscape**, or **Graphics**, whichever is most similar to the print results.

**View Color Pattern**
Displays a pattern for checking color changes produced by color adjustment. If you want to display the preview image with a color pattern, check this check box. If you want to display the preview image with a sample type, uncheck this check box.

**Cyan / Magenta / Yellow**
Adjusts the strengths of **Cyan**, **Magenta**, and **Yellow**. Moving the slider to the right makes a color stronger, and moving the slider to the left makes a color weaker. You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50. This adjustment changes the relative amount of ink of each color used, which alters the total color balance of the document. Use your application if you want to change the total color balance significantly. Use the printer driver only if you want to adjust the color balance slightly.
Brightness
Selects the brightness of your print.
You cannot change the levels of pure white and black. However, the brightness
of the colors between white and black can be changed.

Intensity
Adjusts the overall intensity of your print.
Moving the slider to the right increases the intensity, and moving the slider to the
left decreases the intensity.
You can also directly enter a value linked to the slider. Enter a value in the range
from -50 to 50.

Contrast
Adjusts the contrast between light and dark in the image to be printed.
Moving the slider to the right increases the contrast, moving the slider to the left
decreases the contrast.
You can also directly enter a value linked to the slider. Enter a value in the range
from -50 to 50.

Important
- When Grayscale Printing is checked on the Main tab, Cyan, Magenta, and
  Yellow appear grayed out and are unavailable.

Print a pattern for color adjustment
When the color balance or intensity/contrast is changed, the pattern printing
function prints a list of the adjustment results along with the adjustment values.
Select this function when printing a pattern for color adjustment. The Pattern
Print preferences... becomes enabled, the Pattern Print dialog box opens, and
a pattern can be set.

Pattern Print preferences...
The Pattern Print dialog box opens and allows you to set adjustment items and
pattern printing settings such as number of patterns.

Pattern Print dialog box
Performs the setup for printing of patterns that allow you to check the color
balance and intensity/contrast of documents.

Parameters to Adjust
Select the item to be checked by pattern printing.

Cyan/Magenta/Yellow
Prints a pattern that allows you to check the cyan/magenta/yellow
balance.
Intensity/Contrast
Prints a pattern that allows you to check the intensity/contrast balance.

**Important**
- When Grayscale Printing is checked on the Main tab, Cyan/Magenta/Yellow appear grayed out and are unavailable.

Printer Paper Size
Selects the paper size to be used for pattern printing.
This setting is linked to Printer Paper Size on the Page Setup tab.

**Note**
- Depending on the paper size selected on the Page Setup tab, there may be sizes that cannot be selected.

Amount of Pattern Instances
Sets the number of patterns to be printed.
You can select from Largest, Large, and Small. When you select a pattern size, the number of patterns that can be printed is as follows:

- **Largest**
  - Cyan/Magenta/Yellow: 37
  - Intensity/Contrast: 49

- **Large**
  - Cyan/Magenta/Yellow: 19
  - Intensity/Contrast: 25

- **Small**
  - Cyan/Magenta/Yellow: 7
  - Intensity/Contrast: 9

**Note**
- Largest and Large cannot be selected when certain paper sizes or output paper sizes are selected.
- The setting preview on the Main tab displays an image that allows you to check the overall layout.

Color Variation Between Instances
Sets the amount of color change between neighboring patterns.
Select from Large, Medium, and Small. Large produces a large amount of change, and Small produces a small amount of change.
**Note**

- Large is about double the size of Medium, and Small is about half the size of Medium.

**Matching Tab**

Allows you to select the method for adjusting colors to match the type of document to be printed.

**Color Correction**

Allows you to select Driver Matching, ICM (ICC Profile Matching), or None to match the purpose of the print operation.

**Driver Matching**

With Canon Digital Photo Color, you can print sRGB data with color tints that most people prefer.

**ICM (ICC Profile Matching)**

Adjusts the colors by using an ICC profile when printing. Specify the input profile to be used.

**None**

Disables color adjustment with the printer driver.

**Note**

In the XPS printer driver, ICM has become ICC Profile Matching.

**Input Profile**

Specifies the input profile to be used when you select ICM (ICC Profile Matching) for Color Correction.

**Standard**

The standard printer profile (sRGB), which supports the color space of ICM, is used. This is the default setting.

**Adobe RGB (1998)**

The Adobe RGB profile, which supports a wider color space than sRGB, is used.

**Important**

- Adobe RGB (1998) is not displayed when input profiles of Adobe RGB are not installed.
**Note**

- In the XPS printer driver, ICM has become ICC Profile Matching.

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**Important**

- If the application software is set so that ICM is disabled, ICM is unavailable for **Color Correction** and the printer may not be able to print the image data properly.
- When **Grayscale Printing** is checked on the **Main** tab, **Color Correction** appears grayed out and is unavailable.

---

**Grayscale Printing**

This function converts the data to monochrome data when printing your document. Check this check box to print a color document in monochrome. Uncheck this check box to print a color document in color.

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**Important**

- Depending on the **Media Type** settings, the same print results may be produced even if the **Print Quality** is changed.

---

**Preview before printing**

Shows what the print result will look like before you actually print the data. Check this check box to display a preview before printing. Uncheck this check box if you do not want to display a preview.

---

**Important**

- To use the Canon IJ XPS Preview, you must have Microsoft .NET Framework 4 Client Profile installed on your computer.

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**Defaults**

Restores all the settings you have changed to their default values. Clicking this button restores all the settings on the current screen to their default values (factory settings).

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**Features**

- Setting the Print Quality Level (Custom)
- Adjusting Color Balance
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast
- Adjusting Color Balance Using Sample Patterns (Printer Driver)
• Adjusting Intensity/Contrast Using Sample Patterns (Printer Driver)
• Specifying Color Correction
• Adjusting Colors with the Printer Driver
• Printing with ICC Profiles
• Printing a Color Document in Monochrome
• Displaying the Print Results before Printing
Page Setup tab Description

The **Page Setup** tab allows you to determine how a document is to be arranged on the paper. Also, this tab allows you to set the number of copies and the order of printing. If the application which created the document has a similar function, set them with the application.

![Page Setup Tab](image)

**Settings Preview**

The paper illustration shows how the original will be laid out on a sheet of paper. You can check an overall image of the layout.

**Page Size**

Selects a page size.

Ensure that you select the same page size as you selected within the application.

**Custom Paper Size dialog box**

This dialog box allows you to specify the size (width and height) of the custom paper.

**Units**

Select the unit for entering a user-defined paper size.

**Paper Size**

Specifies the **Width** and the **Height** of the custom paper. Measurement is shown according to the units specified in **Units**.
Orientation
Selects the printing orientation. If the application used to create your document has a similar function, select the same orientation that you selected in that application.

Portrait
Prints the document so that its top and bottom positions are unchanged relative to the paper feed direction. This is the default setting.

Landscape
Prints the document by rotating it 90 degrees relative to the paper feed direction.

You can change the rotation direction by going to the Maintenance tab, opening the Custom Settings dialog box, and then using Rotate 90 degrees left when orientation is [Landscape] check box.
To rotate the document 90 degrees to the left when printing, select the Rotate 90 degrees left when orientation is [Landscape] check box.
To rotate the document 90 degrees to the right when printing, clear the Rotate 90 degrees left when orientation is [Landscape] check box.

Rotate 180 degrees
Prints the document by rotating it 180 degrees against the paper feed direction. The width of print area and the amount of extension that are configured in other application software will be reversed vertically and horizontally.

Printer Paper Size
Selects the size of paper actually loaded into the machine. The default setting is Same as Page Size to perform normal-sized printing. You can select a printer paper size when you select Fit-to-Page, Scaled, Page Layout, Tiling/Poster, or Booklet for Page Layout.
If you select a paper size that is smaller than the Page Size, the document size will be reduced. If you select a paper size that is larger than the Page Size, the document size will be enlarged.

Page Layout
Selects the size of the document you want to print and the type of printing.

Normal-size
This is the normal printing method. Select this when you do not specify any page layout.

Automatically reduce large document that the printer cannot output
If the printer cannot print the paper size of a document, the machine can automatically reduce the size when it prints the document.
Check this check box to reduce the size when printing the document.  
Uncheck this check box to print the document with the original document size.

Fit-to-Page  
This function enables you to automatically enlarge or reduce documents to fit to the paper size loaded in the printer without changing the paper size you specified in your application software.

Scaled  
Documents can be enlarged or reduced to be printed.  
Specify the size in Printer Paper Size, or enter the scaling ratio in the Scaling box.

Scaling  
Specifies an enlargement or reduction ratio for the document you want to print.

Page Layout  
Multiple pages of document can be printed on one sheet of paper.  
Click Specify... to display the Page Layout Printing dialog box and specify how to allocate pages.

Specify...  
Opens the Page Layout Printing dialog box.  
Click this button to set details on page layout printing.

Page Layout Printing dialog box  
This dialog box allows you to select the number of document pages to be placed on one sheet of paper, the page order, and whether a page border line is to be printed around each document page.  
The settings specified in this dialog box can be confirmed in the settings preview on the printer driver.

Preview Icon  
Shows the settings made on the Page Layout Printing dialog box.  
You can check what the print result will look like before you actually print the data.

Pages  
Specifies the number of document pages to fit on one sheet.

Page Order  
Specifies the document orientation to be printed on a sheet of paper.
Page Border
Prints a page border line around each document page.
Check this check box to print the page border line.
Uncheck this check box if you do not want to print the line.

Tiling/Poster
This function enables you to enlarge the image data and divide the enlarged data into several pages to be printed. You can also glue together these sheets of paper to create large printed matter, such as a poster.
Click Specify... to display the Tiling/Poster Printing dialog box and specify the number of pages that you want to divide the image data into.

Specify...
Opens the Tiling/Poster Printing dialog box.
Click this button to set details on tiling/poster printing.

Tiling/Poster Printing dialog box
This dialog box allows you to select the size of the image to be printed. You can also make settings for cut lines and paste markers which are convenient for pasting together the pages into a poster.
The settings specified in this dialog box can be confirmed in the settings preview on the printer driver.

Preview Icon
Shows the settings of the Tiling/Poster Printing dialog box.
You can check what the print result will look like.

Image Divisions
Select the number of divisions (vertical x horizontal).
As the number of divisions increases, the number of sheets used for printing increases. If you are pasting pages together to create a poster, increasing the number of divisions allow you to create a larger poster.

Print "Cut/Paste" in margins
Specifies whether to print the words "Cut" and "Paste" in the margins. These words serve as guidelines for pasting together the pages into a poster.
Check this check box to print the words.
Uncheck this check box if you do not want to print the words.

Note
- Depending on the type of printer driver you are using and the environment, this function may not be available.
Print "Cut/Paste" lines in margins
Specifies whether to print cut lines that serve as guidelines for pasting together the pages into a poster.
Check this check box to print the cut lines.
Uncheck this check box if you do not want to print the lines.

Print page range
Specifies the printing range. Select All under normal circumstances.
Select Pages to specify a specific page or range.

Note
- If some of the pages have not been printed well, specify the pages that do not need to be printed by clicking them in the settings preview of the Page Setup tab. Only the pages shown on the screen will be printed this time.
  You can also select Pages in the Print page range and enter the print page range.

Booklet
Booklet printing is the convenient function to create a booklet. Data is printed on both sides of a sheet of paper. This type of printing ensures that pages can be collated properly, in page number order, when the printed sheets are folded and stapled at the center.
Click Specify... to display the Booklet Printing dialog box and specify how to fold.

Specify...
Opens the Booklet Printing dialog box.
Click this button to set details on booklet printing.

Booklet Printing dialog box
This dialog box allows you to set how to bind the document as a booklet.
Printing only on one side and printing a page border, can also be set in this dialog box.
The settings specified in this dialog box can be confirmed in the settings preview on the printer driver.

Preview Icon
Shows the settings made on the Booklet Printing dialog box.
You can check what the document will look like when printed as a booklet.

Margin for stapling
Specifies which side of the booklet is to be stapled.
Insert blank page
Selects whether to print the document on one side or both sides of the booklet.
Check this check box to print the document on one side of the booklet and select the side to be left blank from the list.
Uncheck this check box to print the document on both sides of the booklet.

Margin
Specifies the width of the stapling margin.
The specified width becomes the stapling margin from the center of the sheet.

Page Border
Prints a page border line around each document page.
Check this check box to print the page border line.
Uncheck this check box if you do not want to print the line.

Duplex Printing (Manual)
Select whether to print the document to both sides of the paper manually or to one side of the paper.
Check this check box to print the document on both sides.
Uncheck this check box to print the document on one side only.
This function can be used only when Plain Paper is selected for Media Type and one of Normal-size, Fit-to-Page, Scaled, or Page Layout is selected.

Stapling Side
Selects the stapling margin position.
The printer analyzes the Orientation and Page Layout settings, and automatically selects the best stapling margin position. Check Stapling Side, and select from the list to change it.

You can specify the stapling margin width in the Specify Margin dialog box that is opened by clicking Specify Margin....

Specify Margin...
Opens the Specify Margin dialog box.
You can specify the width of the margin.

Specify Margin dialog box
This dialog box allows you to specify the margin width for the side to be stapled. If a document does not fit on one page, the document is reduced when printed.

Margin
Specifies the width of the stapling margin.
The width of the side specified by Stapling Side becomes the stapling margin.
Copies
Specifies the number of copies you want to print. You can specify a value from 1 to 999.

**Important**
- If the application used to create your document has a similar function, specify the number of copies with the application without specifying it here.

Print from Last Page/Collate
Specifies the order in which to print document pages.

**Print from Last Page**
Check this check box when you want to print from the last page in order. If you do this, you do not need to sort the pages into their correct order after printing.
Uncheck this check box to print your document in normal order, starting from the first page.

**Collate**
Check this check box to group together the pages of each copy when you want to print multiple copies.
Uncheck this check box when you want to print with all pages of the same page number grouped together.

**Important**
- When the application software that you used to create the document has the same function, give priority to the printer driver settings. However, if the print results are not acceptable, specify the function settings on the application software. When you specify the number of copies and the printing order with both the application and this printer driver, the number of copies may be multiplied numbers of the two settings or the specified printing order may not be enabled.

Print Options...
Opens the Print Options dialog box.
Changes detailed print driver settings for print data that is sent from applications.

**Print Options dialog box**
Makes changes to print data that is sent to the printer.

Depending on the type of printer driver you are using and the environment, this function may not be available.

**Disable ICM required from the application software**
Disables the ICM function required from the application software.
When an application software uses Windows ICM to print data, unexpected colors
may be produced or the printing speed may decrease. If these problems occur, checking this check box may resolve the problems.

**Important**
- Uncheck this check box under normal circumstances.
- This function does not work when ICM is selected for **Color Correction** on the **Matching** tab of the **Manual Color Adjustment** dialog box.

**Note**
- **Disable ICM required from the application software** tab cannot be used with the XPS printer driver.

**Disable the color profile setting of the application software**
Checking this check box disables information in the color profile that was set on the application software.
When the information in the color profile set on the application software is output to the printer driver, the print result may contain unexpected colors. If this happens, checking this check box may resolve the problem.

**Important**
- Even when this check box is checked, only some of the information in the color profile is disabled, and the color profile can still be used for printing.
- Uncheck this check box under normal circumstances.

**Ungroup Papers**
Sets the display method of **Media Type**, **Page Size**, and **Printer Paper Size**.
To display the items separately, select the check box.
To display the items as a group, clear the check box.

**Do not allow application software to compress print data**
Compression of the application software print data is prohibited.
If the print result has missing image data or unintended colors, selecting this check box may improve the condition.

**Important**
- Uncheck this check box under normal circumstances.

**Note**
- **Do not allow application software to compress print data** tab cannot be used with the XPS printer driver.
Print after creating print data by page
The print data is created in page units, and printing starts after the processing of one page of print data is complete.
If a printed document contains unintended results such as streaks, selecting this check box may improve the results.

Important
- Uncheck this check box under normal circumstances.

Scale images using nearest-neighbor interpolation
When an image is to be enlarged or reduced when printed, the printer uses a simple interpolation process to enlarge or reduce the image.
If the image data in a printed document is not printed clearly, selecting this check box may improve the results.

Important
- Uncheck this check box under normal circumstances.

Note
- Scale images using nearest-neighbor interpolation can be used only with the XPS printer driver.

Prevention of Print Data Loss
You can reduce the size of the print data that was created with the application software and then print the data.
Depending on the application software being used, the image data may be cut off or may not be printed properly. In such cases, select On. If you will not be using this function, select Off.

Important
- When using this function, the print quality may drop depending on the print data.

Unit of Print Data Processing
Selects the processing unit of the print data to be sent to the machine.
Select Recommended under normal circumstances.

Important
- A large amount of memory may be used for certain settings.
- Do not change the setting if your computer has a small amount of memory.
Note

Unit of Print Data Processing tab cannot be used with the XPS printer driver.

Stamp/Background... (Stamp...)
Opens the Stamp/Background (Stamp) dialog box.
The Stamp function allows you to print a stamp text or a bitmap over or behind document data. It also allows you to print date, time and user name. The Background function allows you to print a light illustration behind the document data.

Note

With the XPS printer driver, the Stamp/Background... button has become the Stamp... button and only the stamp function can be used.

Depending on the type of printer driver you are using and the environment, Stamp and Background may not be available.

Stamp/Background (Stamp...) dialog box
The Stamp/Background (Stamp...) dialog box allows you to print a stamp and/or background over or behind the document pages. In addition to the pre-registered ones, you can register and use your original stamp or background.

Note

With the XPS printer driver, the Stamp/Background... button has become the Stamp... button and only the stamp function can be used.

Stamp
Stamp printing is a function that prints a stamp over a document. Check this check box and select a title from the list to print a stamp. Click Define Stamp... to open the Stamp Settings dialog box, and then you can configure the details of the stamp. Uncheck this check box if you do not want to print a stamp.

Define Stamp...
Opens the Stamp Settings dialog box. You can check the details of a selected stamp or save a new stamp.

Stamp Tab
The Stamp tab allows you to set the text and bitmap file (.bmp) to be used for a stamp.

Preview Window
Shows the status of the stamp configured in each tab.
Stamp Type
Specifies the stamp type.
Select Text to create a stamp with characters. Select Bitmap to create with a bitmap file. Select Date/Time/User Name to display the creation date/time and user name of the printed document.
The setting items in the Stamp tab change depending on the selected type.

When Stamp Type is Text or Date/Time/User Name

Stamp Text
Specifies the stamp text string.
Up to 64 characters can be entered.
For Date/Time/User Name, the creation date/time and user name of the printed object are displayed in Stamp Text.

>>> Important

- Stamp Text appears grayed out and is unavailable if Date/Time/User Name is selected.

TrueType Font
Selects the font for the stamp text string.

Style
Selects the font style for the stamp text string.

Size
Selects the font size for the stamp text string.

Outline
Selects a frame that encloses the stamp text string.
If a large font size is selected for Size, characters may extend outside of the stamp border.

Color/Select Color...
Shows the current color for the stamp.
To select a different color, click Select Color... to open the Color dialog box, and select or create a color you wish to use as a stamp.

When Stamp Type is Bitmap

File
Specifies the name of the bitmap file to be used as the stamp.
Select File...
Opens the dialog box to open a file.
Click this button to select a bitmap file to be used as a stamp.

Size
Adjusts the size of the bitmap file to be used as a stamp.
Moving the slider to the right increases the size, moving the slider to the left decreases the size.

Transparent white area
Specifies whether to make white-filled areas of the bitmap transparent.
Check this check box to make white-filled areas of the bitmap transparent.
Uncheck this check box if you do not want to make white-filled areas of the bitmap transparent.

Note
- Click Defaults to set Stamp Type to text, Stamp Text to blank, TrueType Font to Arial, Style to Regular, Size to 36 points, Outline unchecked, and Color to gray with the RGB values (192, 192, 192).

Placement Tab
The Placement tab allows you to set the position where the stamp is to be printed.

Preview Window
Shows the status of the stamp configured in each tab.

Position
Specifies the stamp position on the page.
Selecting Custom from the list allows you to enter values for the X-Position and Y-Position coordinates directly.

Orientation
Specifies the angle of rotation for the stamp. The angle can be set by entering the number of degrees.
Negative values rotate the stamp clockwise.

Note
- Orientation is enabled only when Text or Date/Time/User Name is selected for Stamp Type on the Stamp tab.

Note
- Click Defaults to set the stamp position to Center and the orientation to 0.
**Save settings Tab**

The **Save settings** tab allows you to register a new stamp or delete an unnecessary stamp.

**Title**

Enter the title to save the stamp you created.
Up to 64 characters can be entered.

**Note**

- Spaces, tabs, and returns cannot be entered at the beginning or end of a title.

**Stamps**

Shows a list of saved stamp titles.
Specify a title to display the corresponding stamp in **Title**.

**Save/Save overwrite**

Saves the stamp.
Enter a title in **Title**, and then click this button.

**Delete**

Deletes an unnecessary stamp.
Specify the title of an unnecessary stamp from the **Stamps** list, and click this button.

**Place stamp over text**

Sets how the stamp is to be printed over the document.
Check the **Stamp** check box to enable this.
Check this check box to print a stamp over the printed document page. The printed data may be hidden behind the stamp.
Uncheck this check box to print the document data over the stamp. The printed data will not be hidden behind the stamp.

**Note**

- The stamp is given priority because the stamp is printed over the document data in the sections where the stamp and the document data overlap. When this check box is unchecked, the stamp is printed behind the document data and may be hidden in the overlapping sections depending on the application software used.

**Print semitransparent stamp**

Sets how the stamp is to be printed over the document.
Check the **Stamp** check box to enable this.
Check this check box to print a semi-transparent stamp over the printed document page. Uncheck this check box to print the stamp over the document data. The printed data may be hidden behind the stamp.

Note
You can use Print semitransparent stamp only with the XPS printer driver.

Stamp first page only
Selects whether the stamp is to be printed on the first page only or on all pages when the document has two or more pages. Check the Stamp check box to enable this. Check this check box to print a stamp on the first page only. Uncheck this check box to print a stamp on all pages.

Background
Background printing is a function that allows you to print an illustration or a similar object (bitmap, etc.) behind the document. Check this check box to print a background and select a title from the list. Click Select Background... to open the Background Settings dialog box, and then you can configure the details of the background. Uncheck this check box if you do not want to print a background.

Select Background...
Opens the Background Settings dialog box. You can register a bitmap as a background, and change layout method and intensity of the selected background.

Background Tab
The Background tab allows you to select a bitmap file (.bmp) to be used as a background or determine how to print the selected background.

Preview Window
Shows the status of the bitmap set on the Background tab.

File
Specifies the name of the bitmap file to be used as the background.

Select File...
Opens the dialog box to open a file. Click this button to select a bitmap file (.bmp) to be used as the background.
Layout Method
Specifies how the background image is to be placed on the paper.
When Custom is selected, you can set coordinates for X-Position and Y-Position.

Intensity
Adjusts the intensity of the bitmap to be used as a background.
Moving the slider to the right increases the intensity, and moving the slider to the left decreases the intensity. To print the background at the original bitmap intensity, move the slider to the rightmost position.

Note
- Depending on the type of printer driver you are using and the environment, this function may not be available.
- Click Defaults to set File to blank, Layout Method to Fill page, and the Intensity slider to the middle.

Save settings Tab
The Save settings tab allows you to register a new background or delete an unnecessary background.

Title
Enter the title to save the background image you specified.
Up to 64 characters can be entered.

Note
- Spaces, tabs, and returns cannot be entered at the beginning or end of a title.

Backgrounds
Shows a list of registered background titles.
Specify a title to display the corresponding background in Title.

Save/Save overwrite
Saves the image data as a background.
After inserting the Title, click this button.

Delete
Deletes an unnecessary background.
Specify the title of an unnecessary background from the Backgrounds list, and then click this button.
Background first page only
Selects whether to print the background on the first page only or print on all pages when the document has two or more pages.
Check the Background check box to enable this.
Check this check box to print a background on the first page only.
Uncheck this check box to print a background on all pages.
Maintenance tab Description

The **Maintenance** tab allows you to perform machine maintenance or change the settings of the machine.

![Image of the maintenance tab]

**Cleaning**

Performs print head cleaning.

Print head cleaning removes any blockage in the print head nozzles.

Perform cleaning when printing becomes faint, or a specific color fails to print, even though all ink levels are sufficiently high.

**Deep Cleaning**

Performs deep cleaning.

Perform deep cleaning when two cleaning attempts do not resolve the print head problem.

**Note**

- Deep Cleaning consumes a larger amount of ink than Cleaning.
  
  Cleaning the print heads frequently will rapidly deplete your printer's ink supply. Therefore, perform cleaning only when necessary.

**Ink Group**

When you click Cleaning or Deep Cleaning, the Ink Group window is displayed.
Selects the ink group that you want to clean the print head for.
Click **Initial Check Items** to display the items that you need to check before you execute cleaning or deep cleaning.

**Initial Check Items**
Check that the machine power is on, and open the cover of the machine.
Check the following items for each ink. Then, if necessary, perform **Nozzle Check** or **Cleaning**.

- Check the amount of ink remaining in the cartridge.
- Make sure that you push in the ink cartridge completely until you hear a clicking sound.
- If an orange tape is adhered to the ink cartridge, peel it off completely.
  Any remaining tape will hinder ink output.
- Check that the ink cartridges are installed in their correct positions.

**Print Head Alignment**
Print head alignment corrects the installation positions of the print head and improves deviated colors and lines.
Align the print head immediately after installing the print head.

**Start Print Head Alignment dialog box**
When you click **Print Head Alignment**, the **Start Print Head Alignment** dialog box is displayed.
This dialog box allows you to adjust the attachment position for the print head, or to print the current setting value for the print head position.

- **Align Print Head**
  Aligns the print head.
  Print head alignment corrects the installation positions of the print head and improves deviated colors and lines.
  Align the print head immediately after installing the print head.

- **Print Alignment Value**
  Click this button to check the current setting value of the print head position.
  Prints the current setting value for the print head position.

**Print Head Alignment dialog box**
To adjust the print head position manually, click **Align Print Head** in the **Start Print Head Alignment** dialog box, and perform the operations instructed in the
messages. The **Print Head Alignment** dialog box is then displayed. This dialog box allows you to check the printed pattern and adjust the print head position.

**Preview Window**
Displays the pattern of **Print Head Alignment**, and checks the position of the selected pattern.
You can also change the setting by clicking the pattern on the screen directly.

**Select the Pattern Number**
Compare the printed adjustment patterns, and enter the pattern number of the pattern with the least visible streaks or horizontal stripes into the corresponding box.

**Note**
- If you do not know how to analyze the printed pattern, see Aligning the Print Head Position from Your Computer.

**Nozzle Check**
Prints a nozzle check pattern.
Perform this function if printing becomes faint or a specific color fails to print. Print a nozzle check pattern, and check whether the print head is working properly. If the print result for a specific color is fainted, or if there are any unprinted sections, click **Cleaning** to clean the print head.
To display a list of items that you should check before printing the nozzle check pattern, click **Initial Check Items**.

**Print Check Pattern**
This function prints a pattern that allows you to check whether the any of the ink nozzles are clogged.

Click **Print Check Pattern**. When the confirmation message is displayed, click **OK**. The **Pattern Check** dialog box is then displayed.

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**left-side bitmap(good)**
The print head nozzles are not clogged.

**right-side bitmap(bad)**
The print head nozzles may be clogged.

**Exit**
Closes the **Pattern Check** dialog box, and returns to the **Maintenance** tab.
Cleaning
Performs print head cleaning.
Print head cleaning removes any blockage in the print head nozzles.
Perform cleaning when printing becomes faint, or if a specific color fails to print, even though all ink levels are sufficiently high.

Initial Check Items
Check that the machine power is on, and open the cover of the machine.
Check the following items for each ink. Then, if necessary, perform Nozzle Check or Cleaning.

- Check the amount of ink remaining in the cartridge.
- Make sure that you push in the ink cartridge completely until you hear a clicking sound.
- If an orange tape is adhered to the ink cartridge, peel it off completely. Any remaining tape will hinder ink output.
- Check that the ink cartridges are installed in their correct positions.

Ink Cartridge Settings
Opens the Ink Cartridge Settings dialog box.
Use this function to specify the FINE cartridge you want to use.

Ink Cartridge Settings dialog box
When you click Ink Cartridge Settings, the Ink Cartridge Settings dialog box is displayed.
This feature enables you to specify the most appropriate FINE cartridge among installed cartridges according to an intended use.
When one of the FINE cartridges becomes empty and cannot be replaced immediately by a new one, you can specify the other FINE cartridge that still has ink and continue printing.

Ink Cartridge
Selects the FINE cartridge you use for printing.

- Color Only
  Uses the color FINE cartridge only.

- Black Only
  Uses the black FINE cartridge only.
Both Black and Color
Uses the FINE cartridges installed on the machine, which are color and black.

Important

- When a setting other than Plain Paper or Envelope is selected for Media Type on the Main tab, Black Only is disabled because the machine uses the color FINE cartridge to print documents.
- Do not detach the FINE cartridge that is not in use. Printing cannot be performed while either FINE cartridge is detached.

Bottom Plate Cleaning
Performs cleaning of the bottom plate of the machine.
To prevent smudges on the back side of a sheet of paper, perform Bottom Plate Cleaning before you perform duplex printing.
Also perform Bottom Plate Cleaning if ink smudges caused by something other than print data appear on the printed page.

Roller Cleaning
Cleans the paper feed rollers.
Paper feeding may fail if paper dust has stuck to the printer's paper feed rollers. In this case, clean the paper feed rollers to improve the print result.

Power Off
Turns off the printer from the machine driver.
Perform this function to turn off the machine when you cannot press the ON button (POWER button) on the printer because the machine is out of your reach.
You must press the ON button (POWER button) on the printer to turn the machine on again after clicking this button. When you use this function, you will not be able to turn the printer on from the printer driver.

Auto Power
Opens the Auto Power Settings dialog box.
Specify settings for operating the machine power automatically. Perform this function if you want to change the auto power settings.
Note

- If the machine is off or if communication between the machine and the computer is disabled, an error message may appear because the computer cannot collect the machine status.
  If this happens, click OK to display the most recent settings specified on your computer.

Auto Power Settings dialog box
When you click Auto Power, the Auto Power Settings dialog box is displayed. This dialog box allows you to manage the machine power from the printer driver.

**Auto Power On**
Selects the auto power-on setting.
Specify Disable to prevent the machine from turning on automatically when print data is sent to it.
Make sure the printer is on and then click OK to change the machine settings.
Specify Enable to turn the machine on automatically when print data is sent to it.

**Auto Power Off**
Selects the auto power-off setting.
If a printer driver operation or a machine operation is not performed within the specified time, the machine turns off.

Quiet Settings
Opens the Quiet Settings dialog box.
Quiet Settings dialog box allows you to specify a setting that reduces the operating noise of the machine. This mode comes in handy when the operating noise of the machine becomes a concern, such when printing at night. Perform this operation when you want to change the quiet mode setting.

**Quiet Settings**
When you click Quiet Settings, the Quiet Settings dialog box is displayed.
Quiet Settings dialog box allows you to specify a setting that reduces the operating noise of the machine.
Select when you wish to reduce the operating noise of the machine at night, etc.
Using this function may lower the print speed.

**Do not use quiet mode**
Select this option when you wish to use the machine with volume of normal operating noise.

**Always use quiet mode**
Select this option when you wish to reduce the operating noise of the machine.
Use quiet mode during specified hours
Select this option when you wish to reduce the operating noise of the machine during a specified period of time.
Set the **Start time** and the **End time** of the quiet mode you wish to be activated. If both are set to the same time, the quiet mode will not function.

🎉 Important

* You can set the quiet mode from the operation panel of the machine, the printer driver, or ScanGear (scanner driver).
* No matter how you use to set the quiet mode, the mode is applied when you perform operations from the operation panel of the machine or printing and scanning from the computer.
* If you specify a time for **Use quiet mode during specified hours**, quiet mode is not applied to operations (copy, direct print, etc.) performed directly from the machine.

Custom Settings
Opens the **Custom Settings dialog box**.
Perform this function to change the settings of this printer.

🎉 Note

* If the printer is off or bi-directional communication is disabled, a message may appear because the computer cannot collect the printer status.
  If this happens, click **OK** to display the most recent settings specified on your computer.

Custom Settings dialog box
When you click **Custom Settings**, the **Custom Settings** dialog box is displayed.
If necessary, switch between various modes of machine operation.

Align heads manually
Usually, the **Print Head Alignment** function on the **Maintenance** tab is set to automatic head alignment, but you can change it to manual head alignment.
If the printing results are unsatisfactory even after you execute automatic head alignment, execute manual head alignment.
Check this check box to perform the manual head alignment.
Uncheck this check box to perform the automatic head alignment.

Rotate 90 degrees left when orientation is [Landscape]
On the **Page Setup** tab, you can change the rotation direction of the **Landscape** in the **Orientation**.
To rotate the document 90 degrees to the left when printing, select the check box. To rotate the document 90 degrees to the right when printing, clear the check box.

**Ink Drying Wait Time**
The machine can pause before printing a subsequent page. Moving the slider to the right increases the pause time, and moving the slider to the left decreases the time. If the paper gets stained because the next page is ejected before the ink on the printed page dries, increase the ink drying wait time. Reducing the ink drying wait time speeds up printing.

**View Print History**
This function starts the Canon IJ XPS preview, and displays the print history.

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### Note
- You can use this function only with the XPS printer driver.

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**View Printer Status**
Starts the Canon IJ Status Monitor.
Perform this function when you want to check the printer status and how a print job is proceeding.

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### Note
- If you are using the XPS printer driver, the "Canon IJ Status Monitor" becomes the "Canon IJ XPS Status Monitor".

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**About**
Opens the About dialog box.
The version of the printer driver, plus a copyright notice, can be checked.
In addition, the language to be used can be switched.

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**About dialog box**
When you click About, the About dialog box is displayed.
This dialog box displays the version, copyright, and module list of the printer driver. You can select the language to be used and switch the language displayed in the setup window.

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**Modules**
Lists the printer driver modules.

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**Language**
Specifies the language you wish to use in the printer driver setup window.
Important

- If the font for displaying the language of your choice is not installed in your system, the characters will be garbled.

Features

- Cleaning the Print Heads from Your Computer
- Aligning the Print Head Position from Your Computer
- Use Your Computer to Print a Nozzle Check Pattern
- Setting the Ink Cartridge to be Used
- Cleaning Inside the Machine
- Cleaning the Paper Feed Rollers from Your Computer
- Managing the Machine Power

Related Features

- Reducing the Machine Noise
- Changing the Machine Operation Mode
Canon IJ Preview Description

Canon IJ Preview is an application software that displays what the print result will look like before a document is actually printed.

The preview reflects the information that is set within the printer driver and allows you to check the document layout, print order, and number of pages. You can also change the media type.

When you want to display a preview before printing, open the printer driver setup window, and check the Preview before printing check box on the Main tab.

If you do not want to display a preview before printing, uncheck the check box.

File Menu
Selects the print operation.

Start Printing
Ends the Canon IJ Preview and then starts printing the document that is displayed on the preview screen.

This command has the same function as the Start Printing on the toolbar.

Cancel Printing
Ends the Canon IJ Preview and cancels the printing of the document that is displayed on the preview screen.

This command has the same function as the Cancel Printing on the toolbar.

Exit
Ends the Canon IJ Preview.
Page Menu
This menu includes the following commands to select page to be displayed.
All of these commands except Select Page can also be selected from the toolbar.

First Page
Displays the first page of the document.
If the currently displayed page is the first page, this command is grayed out and cannot be selected.

Previous Page
Displays the page located before the currently displayed page.
If the currently displayed page is the first page, this command is grayed out and cannot be selected.

Next Page
Displays the page located after the currently displayed page.
If the currently displayed page is the last page, this command is grayed out and cannot be selected.

Last Page
Displays the last page of the document.
If the currently displayed page is the last page, this command is grayed out and cannot be selected.

Page Selection...
Displays the Page Selection dialog box.
This command allows you to specify the page number of the page to be displayed.

Note
- If the pages are being spooled, the last spooled page becomes the last page.
- If the Page Layout setting on the Page Setup tab is specified to Page Layout, Tiling/Poster, or Booklet, the number of pages is the number of sheets to be used for printing, and not the number of pages in the original document created with the application software.
- If duplex printing manually has been set, the front pages which will be printed first are all displayed together, and then the back pages are displayed.

Zoom Menu
Selects the ratio of the actual size printed on the paper to the preview display size.
You can also select the ratio from the drop-down list box located on the toolbar.

Whole
Displays the entire page of data as one page.
50%
Reduces the displayed data to 50% of the actual size to be printed.

100%
Displays the data at the actual size to be printed.

200%
Enlarges the displayed data to 200% of the actual size to be printed.

400%
Enlarges the displayed data to 400% of the actual size to be printed.

Option Menu
This menu includes the following command:

 Displays Print Page Information
Displays print setup information (including printer paper size, media type, and page layout) for each page at the left side of the preview screen. This screen also allows you to change the media type and paper source settings.

Help Menu
When you select this menu item, the Help window for Canon IJ Preview is displayed, and you can check the version and copyright information.

Start Printing button
Prints the documents selected in the document list. The printed documents are deleted from the list, and when all documents are printed, the Canon IJ XPS Preview closes.

Cancel Printing button
Ends the Canon IJ Preview, and cancels the printing of the document that is displayed on the preview screen. You can click this button while spooling.

Print Page Information Screen
Displays print setup information for each page at the left side of the preview screen. This screen also allows you to change the media type and paper source settings.

Printer Paper Size
Displays the paper size of the document to be printed.

Media Type
Displays the media type of the document to be printed.

Paper Source
Displays the paper source of the document to be printed.
Page Layout
Displays the page layout of the document to be printed.

Important
- If the media type and paper source are set from the application software, those settings have priority and the changed settings may become ineffective.
Canon IJ XPS Preview Description

Canon IJ XPS Preview is an application software that displays what the print result will look like before a document is actually printed. The preview reflects the information which is set within the printer driver and allows you to check the document layout, print order, and number of pages. The preview also allows you to edit the print document, edit the print pages, change the print settings, and perform other functions.

When you want to display a preview before printing, open the printer driver setup window, and check the **Preview before printing** check box on the **Main** tab.

If you do not want to display a preview before printing, uncheck the check box.

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**Important**

- To use the Canon IJ XPS Preview, you must have Microsoft .NET Framework 4 Client Profile installed on your computer.

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**File Menu**

Selects print operation and print history settings:

**Print**

Prints the documents selected in the document list.

The printed documents are deleted from the list, and when all documents are printed, the Canon IJ XPS Preview closes.

This command has the same function as the **Print** on the toolbar and **Print** (Print) in the print settings area.
Print All Documents
Prints all documents in the document list and closes the Canon IJ XPS Preview.

Save Print History
Switches whether the documents printed from the Canon IJ XPS Preview are to be saved as print history entries.

History Entry Limit
Switches the maximum number of print history registrations.
Select 10 Entries, 30 Entries, or 100 Entries.

Important
- If the limit on the number of registration is exceeded, the print history registrations are deleted starting from the oldest one.

Add documents from history to the list
Adds the document saved in the print history to the document list.

Exit
Ends the Canon IJ XPS Preview. The documents remaining in the document list will be deleted from the list.
This command has the same function as the Exit in the print settings area.

Edit Menu
Selects the method for editing multiple documents or pages.

Undo
Reverses the previous change.
If the change cannot be reversed, this function is grayed out and cannot be selected.
This command has the same function as the (Undo) on the toolbar.

Documents
Selects the method for editing print documents.

Combine Documents
Combines the document selected in the document list into one document.
If only one document is selected, this command is grayed out and cannot be selected.
This command has the same function as the (Combine Documents) on the toolbar.

Reset Documents
Returns the document selected in the document list to their status before they were added to the Canon IJ XPS Preview.
The combined documents are separated, and the original documents are restored. This command has the same function as the (Reset Documents) on the toolbar.

**Move Document**
Use the following command to change the order of the documents selected in the document list.

**Move to First**
Moves the selected print document to the beginning of the document list.
If the currently selected document is the first document, this command is grayed out and cannot be selected.

**Move Up One**
Moves the selected print document one up from its current position.
If the currently selected document is the first document, this command is grayed out and cannot be selected.

**Move Down One**
Moves the selected print document one down from its current position.
If the currently selected document is the last document, this command is grayed out and cannot be selected.

**Move to Last**
Moves the selected print document to the end of the document list.
If the currently selected document is the last document, this command is grayed out and cannot be selected.

**Delete Document**
Deletes the selected document from the document list.
If the document list contains only one document, the document is grayed out and cannot be selected.
This command has the same function as the (Delete Document) on the toolbar.

**Grayscale Printing**
Allows you to change the monochrome print settings.
This command has the same functionality as the Grayscale Printing check box in the print settings area.

**Page Layout Printing...**
Opens the Page Layout Printing dialog box.
This dialog box allows you to set Page Layout Printing, Pages, Page Order, and Page Border.
Duplex Printing...
Opens the **Duplex Printing** dialog box.
This dialog box allows you to set **Duplex Printing (Manual)**, **Stapling Side**, and **Margin**.

Copies...
Opens the **Copies** dialog box.
This dialog box allows you to set **Copies**, **Collate**, and **Print from Last Page**.

Pages
Selects the method for editing print pages.

**Delete Page**
Deletes the currently selected page.
If page layout printing is set, the pages enclosed with red frame will be deleted.
This command has the same function as the **Delete Page** on the toolbar.

**Restore Page**
Restores pages that were deleted with the **Delete Page** function.
To restore pages, you must select the **View Deleted Pages** check box on the **Option** menu and display the deleted pages as thumbnails.

**Move Page**
Use the following command to change the order of the currently selected pages.

**Move to First**
Moves the currently selected page to the beginning of the document.
If the currently selected page is the first page, this command is grayed out and cannot be selected.

**Move Forward One**
Moves the currently selected page one position in front of its current position.
If the currently selected page is the first page, this command is grayed out and cannot be selected.

**Move Backward One**
Moves the currently selected page one position after its current position.
If the currently selected page is the last page, this command is grayed out and cannot be selected.

**Move to Last**
Moves the currently selected page to the end of the document.
If the currently selected page is the last page, this command is grayed out and cannot be selected.
View Menu
Selects the documents and pages to be displayed.

Documents
Use the following command to select the document to display.

First Document
Displays the first document in the document list.
If the currently selected document is the first document, this command is grayed out and cannot be selected.

Previous Document
Displays the document located before the currently displayed document.
If the currently selected document is the first document, this command is grayed out and cannot be selected.

Next Document
Displays the document located after the currently displayed document.
If the currently selected document is the last document, this command is grayed out and cannot be selected.

Last Document
Displays the last document in the document list.
If the currently selected document is the last document, this command is grayed out and cannot be selected.

Pages
Use the following command to select the page to be displayed.

First Page
Displays the first page of the document.
If the currently displayed page is the first page, this command is grayed out and cannot be selected.

Previous Page
Displays the page located before the currently displayed page.
If the currently displayed page is the first page, this command is grayed out and cannot be selected.

Next Page
Displays the page located after the currently displayed page.
If the currently displayed page is the last page, this command is grayed out and cannot be selected.
**Last Page**
Displays the last page of the document.
If the currently displayed page is the last page, this command is grayed out and cannot be selected.

**Page Selection...**
 Displays the Page Selection dialog box.
This command allows you to specify the page number of the page to be displayed.

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**Note**

- If the **Page Layout** setting in the printer driver is specified to **Tiling/Poster**, or **Booklet**, the number of pages is the number of sheets to be used for printing, and not the number of pages in the original document created with the application software.

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**Zoom Menu**
Selects the ratio of the actual size printed on the paper to the preview display size.
You can also select the ratio from the drop-down list box located on the toolbar.

**Whole**
Displays the entire page of data as one page.

**50%**
Reduces the displayed data to 50% of the actual size to be printed.

**100%**
Displays the data at the actual size to be printed.

**200%**
Enlarges the displayed data to 200% of the actual size to be printed.

**400%**
Enlarges the displayed data to 400% of the actual size to be printed.

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**Option Menu**
Toggles the show / hide status of the following information.

**View Thumbnails**
Reduces all pages in the document selected in the document list and displays them at the bottom of the preview window.
This command has the same function as the (View Thumbnails) on the toolbar.

**View Document List**
Displays the print document list at the top of the preview window.
**View Print Settings Area**
Displays the print settings area at the right side of the preview window.

**View Deleted Pages**
When the thumbnails are displayed, this function displays pages that were deleted with the *Delete Page* function.
To check deleted pages, you must first select the *View Thumbnails* check box.

**Keep printed documents on the list**
Leaves the printed document in the document list.

**Print Settings Displayed at Startup**
Switches the tab of the print settings area to be displayed when the Canon IJ XPS Preview is started.
Select *Page Information*, *Layout*, or *Manual Color Adjustment*.

**Help Menu**
When you select this menu item, the Help window for Canon IJ XPS Preview is displayed, and you can check the version and copyright information.

**Print**
Prints the documents selected in the document list.
The printed documents are deleted from the list, and when all documents are printed, the Canon IJ XPS Preview closes.

**Combine Documents**
Combines the document selected in the document list into one document.
If only one document is selected, this command is grayed out and cannot be selected.

**Delete Document**
Deletes the selected document from the document list.
If the document list contains only one document, the document is grayed out and cannot be selected.

**Reset Documents**
Returns the document selected in the document list to their status before they were added to the Canon IJ XPS Preview.
The combined documents are separated, and the original documents are restored.

**View Thumbnails**
Reduces all pages in the document selected in the document list and displays them at the bottom of the preview window.
To hide the print pages, click *View Thumbnails* again.
Move Document
Use the following command to change the order of the documents selected in the document list.

(Move to First)
Moves the selected print document to the beginning of the document list.
If the currently selected document is the first document, this command is grayed out and cannot be selected.

(Move Up One)
Moves the selected print document one up from its current position.
If the currently selected document is the first document, this command is grayed out and cannot be selected.

(Move Down One)
Moves the selected print document one down from its current position.
If the currently selected document is the last document, this command is grayed out and cannot be selected.

(Move to Last)
Moves the selected print document to the end of the document list.
If the currently selected document is the last document, this command is grayed out and cannot be selected.

(Undo)
Reverses the previous change.
If the change cannot be reversed, this function is grayed out and cannot be selected.

(Delete Page)
Deletes the currently selected page.
If page layout printing is set, the pages enclosed with red frame will be deleted.

Document list
Displays the list of the print documents.
The document selected in the document list becomes the target for preview display and editing.

Document Name
Displays the name of the print document.
If you click the name of the selected print document, a text box is displayed, and you can rename the document to any name.

Pages
Displays the number of pages in the print document.
**Important**
- The number displayed in Pages and the output page count are different.
- To check the output page count, check the status bar at the bottom of the preview window.

**Status**
Displays the status of the print documents.
Documents that are undergoing data processing are displayed as **Processing data**.

**Important**
- Documents showing **Processing data** cannot be printed or edited.
  Wait until the data processing ends.

**Print Settings Area Screen**
Allows you to check and change the print settings of the documents selected in the document list.
Print Settings Area is displayed on the right side of the preview window.

**Page Information tab**
The print settings are displayed for each page.
You can change the media type and paper source settings.

- **Printer Paper Size**
  Displays the paper size of the document to be printed.

- **Media Type**
  Allows you to select the media type of the document to be printed.

- **Paper Source**
  Allows you to select the paper source of the document to be printed.

- **Page Layout**
  Displays the page layout of the document to be printed.

**Layout tab**
You can specify settings for page layout printing.
To apply the specified settings, click **Apply**.
If the page layout print settings cannot be changed for the print document, the individual items are grayed out and cannot be selected.

**Manual Color Adjustment tab**
This tab allows you to adjust the color balance by changing the settings of the **Cyan**, **Magenta**, **Yellow**, **Brightness**, **Intensity**, and **Contrast** options.
**Cyan/Magenta/Yellow**
Adjusts the strengths of **Cyan**, **Magenta**, and **Yellow**.
Moving the slider to the right makes a color stronger, and moving the slider to the left makes a color weaker.
You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50.
This adjustment changes the relative amount of ink of each color used, which alters the total color balance of the document. Use your application software if you want to change the total color balance significantly. Use the printer driver only if you want to adjust the color balance slightly.

**Brightness**
Selects the brightness of your print.
Pure white and black will not change, but colors between white and black will change.

**Intensity**
Adjusts the overall intensity of your print.
Moving the slider to the right increases the intensity, and moving the slider to the left decreases the intensity.
You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50.

**Contrast**
Adjusts the contrast between light and dark in the image to be printed.
Moving the slider to the right increases the contrast, moving the slider to the left decreases the contrast.
You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50.

**Defaults**
Restores all the settings you have changed to their default values.
Clicking this button restores all the settings on this tab to their default values (factory settings).

**Important**
- When **Grayscale Printing** is checked, **Cyan**, **Magenta**, and **Yellow** appear grayed out and are unavailable.

**Grayscale Printing**
Allows you to change the monochrome print settings.
**Duplex Printing (Manual)**
Select whether to print the document to both sides of the paper manually or to one side of the paper.
If the duplex print settings cannot be changed for the print document, this item is grayed out and is unavailable.

**Important**
- When you select **Booklet** for **Page Layout**, **Duplex Printing (Manual)** of the print settings area will be set automatically. In this case, **Duplex Printing (Manual)** is grayed out and is unavailable.

**Copies**
Specifies the number of copies you want to print. You can specify a value from 1 to 999. If the numbers of copies cannot be changed for the print document, this item is grayed out and is unavailable.

**Exit**
Ends the Canon IJ XPS Preview.
The documents remaining in the document list will be deleted from the list.

**Print**
Prints the documents selected in the document list.
The printed documents are deleted from the list, and when all documents are printed, the Canon IJ XPS Preview closes.
Canon IJ Status Monitor Description

The Canon IJ Status Monitor displays the status of the machine and the printing progress. The monitor uses graphics, icons, and messages to let you know the machine status.

Canon IJ Status Monitor Features

The Canon IJ Status Monitor offers the following advantages:

- **You can check the status of the printer on the screen.**
  The status of the machine is shown on the screen in real time.
  You can check the printing progress of each printing document (print job).

- **Error types and solutions are shown on the screen.**
  Shown when a machine error occurs.
  You can immediately check how to respond.

- **You can check the ink status.**
  This function displays graphics showing the FINE cartridge type and the estimated ink levels.
  Icons and messages are displayed when ink is running low (ink level warning).

Canon IJ Status Monitor Overview

Canon IJ Status Monitor allows you to check the status of the machine and ink with graphics and messages.
You can check the information on the printing document and the printing progress during printing.
When a printer error occurs, it shows the cause and solution. Follow the instruction in the message.

**Printer**

Canon IJ Status Monitor shows an icon when a warning or error occurs to the printer.

- !: Indicates that a warning (operator call error) has occurred or the printer is working.
- 🚨: There has been an error which requires a service.
FINE cartridge
Canon IJ Status Monitor shows an icon when a low ink warning or a no ink error occurs. In addition, this function displays graphics showing the estimated ink levels of the FINE cartridge.
In this case, click the graphics to open the Ink Details dialog box. You can check the detail information such as the remaining ink level and the FINE cartridge types for your printer.

Document Name
Shows the name of the document to be printed.

Owner
Shows the owner's name of the document to be printed.

Printing Page
Shows the number of printing page and total printing pages.

Display Print Queue
Shows the print window used to manage the print job that is being printed or being in the print queue.

Cancel Printing
Cancels the current print job.

Important
- The Cancel Printing button is enabled only while print data is being sent to the machine. Once the print data has been sent, the button is grayed out and becomes unavailable.

Option Menu
If you select Enable Status Monitor, when a machine related message is generated the Canon IJ Status Monitor starts.
When Enable Status Monitor is selected, following commands are available.

Always Display Current Job
Displays the Canon IJ Status Monitor during printing.

Always Display on Top
Displays the Canon IJ Status Monitor in front of other windows.

Display Warning Automatically

When a Low Ink Warning Occurs
Starts the Canon IJ Status Monitor window automatically and displays it in front of the other windows when a low ink warning occurs.
Start when Windows is Started
Starts the Canon IJ Status Monitor automatically when you start Windows.

Ink Details Menu
Select this menu to display the Ink Details dialog box. Check the detail information such as the remaining ink level and the FINE cartridge types for your machine.

Ink Details dialog box
This function displays graphics and messages showing the FINE cartridge type and the estimated ink levels.

Ink Information (displayed at left)
Shows the FINE cartridge types with graphics.
If a warning or error related to the remaining ink level occurs, the print driver displays an icon to let you know.
If the icon is displayed, operate the printer according to the instructions displayed on the screen.

Message (displayed at right)
Shows information such as the ink status and ink colors with sentences.

Ink Model Number button
Shows the FINE cartridge types for your machine.

Close
Closes the Ink Details dialog box to return to Canon IJ Status Monitor.

Help Menu
When you select this menu item, the Help window for Canon IJ Status Monitor is displayed, and you can check the version and copyright information.
Updating the MP Drivers

- Obtaining the Latest MP Drivers
- Deleting the Unnecessary MP Drivers
- Before Installing the MP Drivers
- Installing the MP Drivers
Obtaining the Latest MP Drivers

The MP Drivers include a printer driver and ScanGear (scanner driver).

By updating the MP Drivers to the latest version of the MP Drivers, unresolved problems may be solved.

You can access our website and download the latest MP Drivers for your model.

### Important

- You can download the MP Drivers for free, but any Internet access charges incurred are your responsibility.
- Before installing the latest MP Drivers, delete the previously installed version.

Related Topics

- Before Installing the MP Drivers
- Installing the MP Drivers
Deleting the Unnecessary MP Drivers

The MP Drivers which you no longer use can be deleted. When deleting the MP Drivers, first exit all programs that are running.

The procedure to delete the unnecessary MP Drivers is as follows:

1. Start the uninstaller
   • If you are using Windows 8, from the Desktop charms, select **Settings** -> **Control Panel** -> **Programs** -> **Programs and Features**.
     From the program list, select "XXX MP Drivers" (where "XXX" is your model name) and then click **Uninstall**.

   • If you are using Windows 7 or Windows Vista, select **Start** menu -> **Control Panel** -> **Programs** -> **Programs and Features**.
     From the program list, select "XXX MP Drivers" (where "XXX" is your model name) and then click **Uninstall**.

   • If you are using Windows XP, select **Start** menu -> **Control Panel** -> **Add or Remove Programs**.
     From the program list, select "XXX MP Drivers" (where "XXX" is your model name) and then click **Remove**.

   The confirmation window for uninstalling the model appears.

   **Important**

   - In Windows 8, Windows 7, or Windows Vista, a confirmation/warning dialog box may appear when starting, installing or uninstalling software.
     This dialog box appears when administrative rights are required to perform a task. When you are logged on to an administrator account, click **Yes** (or **Continue**, **Allow**) to continue.
     Some applications require an administrator account to continue. When you are logged on to a standard account, switch to an administrator account, and restart the operation from the beginning.

2. Execute the uninstaller
   Click **Execute**. When the confirmation message appears, click **Yes**.
   When all the files have been deleted, click **Complete**.

   The deletion of the MP Drivers is complete.
Important

- Printer driver, XPS printer driver, and ScanGear (scanner driver) will be deleted when you uninstall the MP Drivers.
Before Installing the MP Drivers

This section describes the items that you should check before installing the MP Drivers. You should also refer to this section if the MP Drivers cannot be installed.

Checking the Machine Status

• Confirm that the USB port of this machine and the computer are firmly connected with the USB cable.

• Turn off the machine.

Checking the Personal Computer Settings

• Terminate all running applications.

• In Windows 8, Windows 7, or Windows Vista, log on as a user who has the administrator account.
  In Windows XP, log on as the computer administrator.

**Important**

Before installing the latest MP Drivers, delete the previously installed version.

Related Topics

- Obtaining the Latest MP Drivers
- Installing the MP Drivers
Installing the MP Drivers

You can access our web site through the Internet and download the latest MP Drivers and XPS printer driver for your model.

The procedure for installing the downloaded MP Drivers is as follows:

1. Turn off the machine

2. Start the installer

   Double-click the icon of the downloaded file.
   The installation program starts.

   **Important**
   - In Windows 8, Windows 7, or Windows Vista, a confirmation/warning dialog box may appear when starting, installing or uninstalling software.
   - This dialog box appears when administrative rights are required to perform a task.
   - When you are logged on to an administrator account, click **Yes** (or **Continue**, **Allow**) to continue.
   - Some applications require an administrator account to continue. When you are logged on to a standard account, switch to an administrator account, and restart the operation from the beginning.

3. Install the MP Drivers

   Take the appropriate action as described on the screen.

   **Note**
   - To use a network printer from a client machine, you must manually select the connection destination from the client.
   - To manually select a connection destination, click **Cancel** in the **Connect Cable** window. When the confirmation message appears, click **Yes**.
   - In the **Installation Incomplete** window, select the **Select printer port** check box, click **Manual Selection**, and then select the appropriate port.

4. Complete the installation

   Click **Complete** or **Finish**.

   The procedure for installing the MP Drivers is complete.

   Depending on the environment you are using, a message prompting you to restart the computer may be displayed. To complete the installation properly, restart the computer.
### Important

- You can install the XPS printer driver with the same procedure for installing the MP Drivers. However, when installing the XPS printer driver, first complete installation of the MP Drivers.
- You can download the MP Drivers and XPS printer driver for free, but any Internet access charges incurred are your responsibility.
- Before installing the latest MP Drivers, delete the previously installed version.

### Related Topics

- Obtaining the Latest MP Drivers
- Deleting the Unnecessary MP Drivers
- Before Installing the MP Drivers
Sharing the Printer on a Network

When multiple computers are being used in the network environment, you can share the printer connected to one computer with the other computers. The Windows versions of the computers connected to the network do not necessarily have to be the same.

- **Settings on Print Server**
  This section describes the procedure for setting a computer that connects with this printer directly through a USB cable.

- **Settings on Client PC**
  This section describes the procedure for setting a computer that uses this printer though a network.
  When you execute print, the data is sent to the printer through the print server system.

**Important**
- In case an error occurred when a document is printed by the client system to a shared printer, the error message of Canon IJ Status Monitor will be displayed both on the client system and the print server system. For regular printing, Canon IJ Status Monitor will be displayed only on the client system.

**Note**
- You must install a print driver in the print server and in each client.

**Related Topic**
- Restrictions on Printer Sharing
Settings on Print Server

When you use the printer on a network, set up the printer driver for sharing on the print server system.

The procedure for setting up the print server systems is as follows:

1. **Install the MP Drivers** on the print server system

2. **Select as described below:**
   - If you are using Windows 8, from the Desktop charms, select **Settings** -> **Control Panel** -> **Hardware and Sound** -> **Devices and Printers**.
   - If you are using Windows 7, select the **Start** menu -> **Devices and Printers**.
   - If you are using Windows Vista select the **Start** menu -> **Control Panel** -> **Hardware and Sound** -> **Printers**.
   - If you are using Windows XP, select the **start** menu -> **Control Panel** -> **Printers and Other Hardware** -> **Printers and Faxes**.

   The **Devices and Printers** window (Windows 8, Windows 7), **Printers** window (Windows Vista) or **Printers and Faxes** window (Windows XP) is displayed.

3. **Click the icon for the model name of printer to be shared**
   - If you are using Windows 8, press the Alt key, and from the displayed **File** menu, click **Printer properties** -> "Your model name" -> **Sharing** tab.
   - If you are using Windows 7, press the Alt key on your keyboard and then select **Printer properties** -> **Sharing** tab from the displayed **File** menu.
   - If you are using Windows Vista, press the Alt key on your keyboard and then select **Run as administrator** -> **Sharing**... from the displayed **File** menu.
   - If you are using Windows XP, select **Sharing**... from the **File** menu.

   **Important**
   - In Windows 8, Windows 7, or Windows Vista, a confirmation/warning dialog box may appear when starting, installing or uninstalling software.
   - This dialog box appears when administrative rights are required to perform a task.
When you are logged on to an administrator account, click Yes (or Continue, Allow) to continue. Some applications require an administrator account to continue. When you are logged on to a standard account, switch to an administrator account, and restart the operation from the beginning.

**Note**

- Windows XP may display a message recommending the user to use the Network Setup Wizard to set up sharing. When this message appears, choose not to use the wizard and then set up sharing.

4. Set sharing

Select **Share this printer** on the **Sharing** tab to set a shared name if necessary, and click **OK**. The setup on the print server system is complete. Next, set up the client systems.
Settings on Client PC

After setting up the print server system, set up the client system.

The procedure for setting up the client systems is as follows:

If you are using Windows 8, Windows 7, or Windows Vista

1. **Install the MP Drivers** on the client systems

   **Note**
   - You must manually select the connection destination on the client computer. During installation, click **Cancel** in the **Connect Cable** window. When the confirmation message appears, click **Yes**.
   - In the **Installation Incomplete** window, select the **Select printer port** check box, click **Manual Selection**, and then select the appropriate port.

2. **Start the wizard**

   - If you are using Windows 8, from the Desktop charms, select **Settings** -> **Control Panel** -> **Hardware and Sound** -> **Devices and Printers** -> **Add a printer**.
   - If you are using Windows 7, select the **Start** menu -> **Devices and Printers** -> **Add a printer**.
   - If you are using Windows Vista, select the **Start** menu -> **Network** -> **Add Printer**.

   The **Add Printer** window appears.

3. **Add a printer**

   Select **Add a network, wireless or Bluetooth printer**, and click the icon for the printer that you have configured on the print server system to be shared, and then click **Next**.

   **Note**
   - If the icon for the printer is not displayed, check that the printer is actually connected to the print server.
   - It may take some time for the icon for the printer to appear.

4. **Complete the setup**
Take the appropriate action as described on the screen and then click Finish.

- If you are using Windows 8 or Windows 7, the icon for the shared printer will be created in the Devices and Printers window.

- If you are using Windows Vista, the icon for the shared printer will be created in the Printers window.

The setup on the client systems is complete. You can now share the printer in the network.

If you are using Windows XP

1. Install the printer driver on the client systems
   
   For installation instructions, see "Installing the MP Drivers."

   **Note**

   - You must manually select the connection destination on the client computer. During installation, click Cancel in the Connect Cable window. When the confirmation message appears, click Yes.
   - In the Installation Incomplete window, select the Select printer port check box, click Manual Selection, and then select the appropriate port.

2. Start the wizard

   Select the start menu -> Control Panel -> Printers and Other Hardware -> Printers and Faxes -> Add a printer.
   
   When Welcome to the Add Printer Wizard screen appears, click Next.

3. Add a printer

   Select A network printer, or a printer attached to another computer, then click Next.
   
   On the Specify a Printer window, click Next and then search for the print server system.
   
   Click the icon for the printer that you have configured on the print server system to be shared, and then click Next.

   **Note**

   - If the icon for the printer is not displayed, check that the printer is actually connected to the print server.
4. Complete the setup

Take the appropriate action as described on the screen and then click **Finish**. The icon for the shared printer will be created in the **Printers and Faxes** window. The setup on the client systems is complete. You can now share the printer in the network.
Restrictions on Printer Sharing

If you are using the XPS printer driver, replace "Canon IJ Preview" with "Canon IJ XPS Preview" when reading this information.

These are restrictions that apply when you are using a printer in a network environment. Check the restrictions for the environment you are using.

When You Are Sharing a Printer in a Network

• A print completion message may be displayed. To disable the message from being displayed, follow the procedure below.

• If you are using Windows 8:
  In the Devices and Printers window of the client, select the printer from Printers, and click Print server properties on the command bar.

  Uncheck Show informational notifications for network printers on the Advanced tab, and then restart the computer.

• If you are using Windows 7:
  In the Devices and Printers window of the client, select the printer from Printers and Faxes, and click Print server properties on the command bar.

  Uncheck Show informational notifications for network printers on the Advanced tab, and then restart the computer.

• If you are using Windows Vista:
  Press the Alt key from the Printers window on the client system. Open Run as administrator -> Server Properties... from the displayed File menu.

  Uncheck Show informational notifications for network printers on the Advanced tab, and then restart the computer.

• If you are using Windows XP:
  Open Server Properties from the File menu of the Printers and Faxes window on the print server system.

  Uncheck Notify when remote documents are printed on the Advanced tab, and then restart the computer.

• The bi-directional communication function is disabled and the correct printer status may not be recognized.
If a client user opens the printer driver properties (to display the properties when using Windows 8 or Windows 7, press the Alt key, and select Printer properties from the displayed File menu) and then clicks OK with the Enable bidirectional support check box cleared on the Ports tab, the bidirectional communication function of the print server may also be disabled.

In this case, check Enable bidirectional support check box on both the print server system and the client system.

• When you print from a client system, you cannot use Canon IJ Preview.

• When the functions on the Maintenance tab cannot be set properly from a client system, they may be grayed out. In this case, change the settings from the print server.

When you change the settings of the print server, you should delete the icon of the shared printer from the client system, and then specify the shared settings again in the client system.

**When the Same Printer Driver is Installed in the Print Server System and the Client System as the Local Printer**

• The net crawl function may automatically create a network printer icon on the client system.
Copying

- Making Copies 🎨Basic
- Switching the Page Size between A4 and Letter
Making Copies

Load the original on the platen glass to copy.

1. Make sure that the machine is turned on.

2. Load A4 or Letter-sized plain paper.

3. Load the original on the platen glass.

   Note

   • You can switch the size of paper loaded in the rear tray between A4 and Letter.

     ➤ Switching the Page Size between A4 and Letter

4. Press the Color button for color copying, or the Black button for black & white copying.

   The machine starts copying.

   Remove the original on the platen glass after copying is complete.

   To make multiple copies

   Press the Color button or the Black button repeatedly according to the number of copies you want.

   Press the same button (Color button or Black button) as the one which you previously pressed.

   Important

   • Do not open the document cover or remove the original from the platen glass until scanning is completed.

     While the machine is scanning the original, the ON lamp keeps flashing.

   • If the original covers the whole page, area (B) in the figure below cannot be printed.

   (A) The direction in which the paper is ejected

   (B) Unprintable area

   For details on the printable area:

   • For A4 sized paper:
     ➤ Other Sizes than Letter, Legal, Envelopes

   • For Letter-sized paper:
     ➤ Letter, Legal
**Note**

- To cancel copying, press the **Stop** button.

- **To set the print quality to "Draft" (speed priority)**

  You can set the print quality to "Draft" (speed priority) following the procedure below.

  1. Press and hold down the **Color** or **Black** button for 2 or more seconds in step 4.

     The **ON** lamp flashes once.

  2. Release the button.

     The machine starts copying.

When the print quality is set to "Draft", print speed is given priority over quality. To give priority to quality, press the **Color** or **Black** button for less than 2 seconds to copy in the print quality "Standard".
Switching the Page Size between A4 and Letter

You can switch the size of paper loaded on the rear tray between A4 and Letter. This setting is useful if you usually load Letter-sized paper in the rear tray.

1. Make sure that the machine is turned on.

2. Press and hold the Stop button until the Alarm lamp flashes 10 times.

3. Release the Stop button.
   The ON lamp starts flashing instead of remaining lit.

4. Press the Black button to select A4, or the Color button to select Letter.
   The ON lamp stops flashing and remains lit, then the paper size is changed.

Note

• When you switch the page size to A4 or Letter, load paper of the selected size.
  When the page size is set to A4, load A4 plain paper.
  When the page size is set to Letter, load Letter-sized plain paper.
• This setting is retained even if the machine is turned off.