Windows

Generic Fax Driver

Installation Guide

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Introduction

- How to Use the Manual(P. 3)
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How to Use the Manual

This explains things that you need to know in order to use this manual.

Notations Used in the Manual(P. 4)

Notations Used in the Manual

This explains symbols and settings used in this manual.

Symbols Used in This Manual

In this manual, explanations of items and operations that must be followed while using the driver are set forth the symbols that indicate the following.

IMPORTANT

- Indicates operational requirements and restrictions. Be sure to read these items carefully to operate the product correctly, and avoid damage to the product.

NOTE

- Indicates a clarification of an operation, or contains additional explanations for a procedure. Reading these notes is highly recommended.

About Settings

In this manual, setting names displayed on the computer screen are represented as shown in the following examples.

Example:

[Send]

[OK]

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About This Driver

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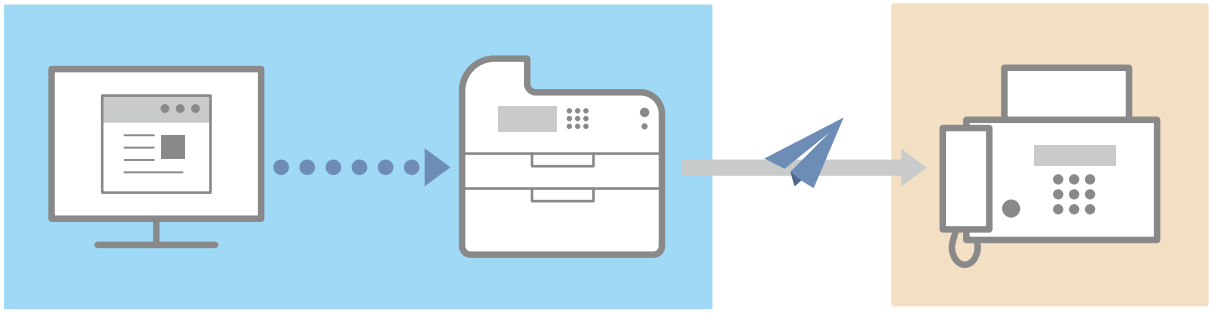
About This Driver

This driver is a fax driver for Windows that supports Canon multi-function devices for office use.

Features

You can send faxes without printing documents or images created with a computer.

- Reduces work time and printing costs
- Sends clean, clear images and fine text



Main Features

Attaching a Cover Sheet

You can attach a cover sheet to data to be transmitted. Templates are already provided in the driver. The items listed in the cover sheet can be customized. When sending to multiple destinations, you can change the information on the cover sheet for each destination.

Destination Management Using an Address Book

Registering frequently-used destinations in the Address Book makes specifying destinations easier. You can export the Address Book as a CSV format file etc. You can also import an address book that is being used by another application.

Detailed Setting of Transmission Data

You can set the paper size as well as the page layout, which arranges the page data on each sheet of paper.

You can also specify the transmission time and set an email notification of the transmission result.

Strengthening Security

You can set the driver so that confirmation input of the specified destination is required, in order to avoid sending the fax to a wrong destination. You can also record when, by whom, what, and to where faxes are transmitted with the login authentication function and fax information and image storing function.

If the subaddress function is supported, you can send faxes to memory boxes at the destination.

NOTE

- If you install the Canon Driver Information Assist Service when connected locally or sharing a printer, you can retrieve device information. In this manual, the function for retrieving device information using the Canon Driver Information Assist Service is referred to as the device information retrieval function.

Before Use

Before Use 11

Before Use

- To enable the functions supported by the device you are using and send faxes, you need to set the options of the device. The options of the device can be retrieved from the [Device Settings] sheet > [Retrieve Device Information], but if you cannot retrieve them, set them manually in the [Device Settings] sheet.
- Depending on the device, jobs sent by fax from the driver may not be noted in the PS print server log. Also, for jobs sent via NetWare, the logged information may not be noted correctly.
- If you select a fax board that is not compatible with the printer model you are using, and select a line that does not match a valid line to send from, there is a possibility that the fax will be sent via a different line.
- If you set a function in the driver that is not supported by the device you are using, it may lead to an unintended transmission result. It may also cause an inability to send faxes.
- The functions that you can use may vary according to the following conditions.
  - The device you are using and its settings
  - The firmware version of the device
  - The option structure of the device
  - The driver version
  - The computer environment you are using
- When sending a fax from a Windows Store app, because you cannot display the fax transmission settings screen of the driver, the number of functions you can set is limited.
- The screen content, procedures, etc. displayed and described in the manual may differ from those actually displayed.
- In this manual, examples using Windows 11 are explained.

Installing the Driver

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Installing the Driver

This explains items to check and various methods regarding driver installation.

Refer to the items to check before installing the driver.

The installation method differs according to the connection method and environment of the device to use. Select the appropriate method for installation.

Also, refer to the procedure indicated here when updating or uninstalling the driver.

Pre-installation Check(P. 14)
Customization of the Initial Driver Values(P. 20)
Installation Using the Installer(P. 27)
Installation Without Using the Installer(P. 46)
Updating Installation and Uninstallation(P. 50)

Pre-installation Check

This explains what you need to confirm beforehand in order to install the driver correctly.

About Installation(P. 15)
System and Service Requirements(P. 16)
Notes and Warnings Regarding Installation(P. 18)
About the Readme File(P. 19)

About Installation

This explains how to select the driver installation method and what items are necessary to use the device information retrieval function.

Selecting the Installation Method

To install the driver, you need to select an installation method that is suited to the connection environment of the device you are using.

- For a TCP/IP network environment: select [Standard] and install
- For a USB connection environment: select [USB Connection] and install

If you want to use the device in the following connection environment, select [Custom] and install.

- Network connection other than TCP/IP protocol
- Parallel connection

If you could not install by selecting [Standard] or [USB Connection], refer to another installation procedure such as [Custom].

Items Required to Use the Device Information Retrieval Function

For the device information retrieval function, the device information retrieval path and Canon Driver Information Assist Service installation destination etc. vary according to the following factors.

- Type of print queue (local printer or network printer)
- Connection method of the device (network connection (LPR etc.) or local connection (USB))
- Server environment (terminal server or Virtual Apps)

The items required for the Canon Driver Information Assist Service installation destination etc. for each combination of the above factors are shown below.

For a local printer:

- When connected to a network: device information can be retrieved with the driver alone
- When connected locally*: Canon Driver Information Assist Service must be installed on the same computer

* For local connections, you may not be able to use the device information retrieval function, depending on the device and environment you are using.

For a network printer:

- When connected to a shared server: Canon Driver Information Assist Service must be installed on the print server
- When connected by IPP: device information can be retrieved with the driver alone (when via IIS, configuration information cannot be retrieved)

Related Topics

- **About This Driver(P. 9)**
- **Selecting [Standard] to Install(P. 30)**
- **Selecting [Custom] to Install(P. 36)**
- **Selecting [USB Connection] to Install(P. 42)**
- **Installing by Specifying an inf File(P. 47)**

System and Service Requirements

This explains the system environments required to use the driver. It also explains the services and environment required when you want to use the device information retrieval function.

System Requirements

Operating Systems

Windows 10/11

Windows Server 2016/2019/2022

For server-based computing environments:

Operating systems in a server environment

Windows Server 2016/2019/2022

Server components

Citrix Virtual Apps and Desktops 7 1912(LTSR)/2203(LTSR)/2209/2212/2303/2305

VMware vSphere 7.0/8.0

Microsoft Application Virtualization (App-V)

Remote Desktop Service on Windows Server 2016/2019/2022

Operating systems for a clustering server

Windows Server 2016/2019/2022

Computer

Any computer which runs the above operating system software properly.

NOTE

- For the support status of the newest operating systems and service packs, check the Canon web site (https://global.canon/).
- The ARM architecture is not supported.

Combinations of Driver and Operating System Display Languages

Depending on the combination of supported driver languages and the display language of the operating system, correct operation may not be guaranteed. It is recommended that you install with the language selected by default when the installer starts.

Supported Driver Languages

English / Arabic / Basque / Catalan / Chinese (Simplified) / Chinese (Traditional) / Czech / Danish / Dutch / Finnish / French / German / Hungarian / Italian / Korean / Malay / Norwegian / Polish / Portuguese / Russian / Slovak / Spanish / Swedish / Thai / Turkish / Ukrainian

Scope of Guaranteed Operation

	Language of operating system included in supported driver languages	Language of operating system not included in supported driver languages
Installed with language matching the operating system	Guaranteed	--
Installed with language not matching the operating system	Guaranteed*	Not guaranteed*

* Operation is only guaranteed when installed with English. However, the layout may be broken or the driver may not be displayed correctly.

Services Required for the Device Information Retrieval Function

If you want to use the device information retrieval function, you need the following services and environments.

Operating System Services

- Remote Procedure (RPC)
- TCP/IP NetBIOS Helper Service
- Workstation

All the above services must be installed in the operating system. A setting other than disabled must be selected for the [Startup type] setting of each service.

Protocols

UDP or TCP (IPv4 or IPv6)

Supported Device Connection Configurations

When connected to a network: TCP/IP

When connected locally (32-bit): USB or Centronix

Notes and Warnings Regarding Installation

Take care of the following items when installing.

About Installation(P. 15)

After checking the installation overview, select the installation method that suits the connection environment of the device you are using. Also, if you want to use the device information retrieval function, check the items required to use the device information retrieval function.

- If a screen requiring you to allow changes to the computer is displayed, allow the changes with an administrator account.
- If a Windows Security screen indicating that the publisher of the driver cannot by verified is displayed, allow installation.
- When acquiring driver information using the Canon Driver Information Assist Service, if a warning regarding removing Windows Firewall blocking is displayed, remove the block.
- If you use the installer to install a driver, you can update existing drivers at the same time that you install the new driver.
- When updating an existing driver, match the language to install with the existing driver.
- The following operation is required to switch the display language after installing the driver:

  (1) Back up the address book used in the driver.

  It is recommended that you set the character code to UTF-8 and export the address book as a Canon Address Book (*.abk) file.

  (2) Uninstall the existing driver.

  (3) Specify the language to display, and reinstall the driver.

About the Readme File

Precautions regarding installing drivers or using drivers are included in the Readme file.

The Readme file is stored under the following name within the package folder of the driver.

Readme_en-US.hta

Also, if you are installing using the installer, you can refer to the Readme in the screen for selecting [Fax Setup].

Customization of the Initial Driver Values

This explains the preparations for installing a driver with initial values customized.

Customizing the Initial Driver Values(P. 21)
Customized Initial Driver Value Settings File(P. 22)

Customizing the Initial Driver Values

You can create an installation package that customizes the initial values of the driver settings.

When a driver is installed using the created package, the customized initial values are set for the driver during installation.

This function is useful for installing a driver with the same initial settings to multiple computers.

Regarding This Function

This function can be used when installing a new driver with the installer (Setup.exe). It cannot be used when upgrading a driver.

When this function is used to install a driver to a print server, the same initial settings are reflected in the driver on the client side.

Creating an Installation Package with Customized Initial Values

(1) Acquire the installer.

You can acquire the installer by any of the following means:

- From the Internet (32-bit and 64-bit versions)

  Download the Setup version driver from the Canon website (https://global.canon/).
- From the accompanying CD-ROM

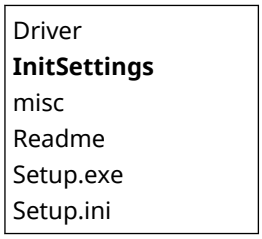
(2) Create the customized settings file (InitSettings.ini).

Specify one or more initial settings.

The installation process will fail if the InitSettings.ini file has no initial settings specified.

(3) Create an [InitSettings] folder in the driver set of the installer you acquired.

Create it at the same level as [Setup.exe].



(4) Store the InitSettings.ini file created in **(2)(P. 21)** in the root of the [InitSettings] folder.

NOTE

- When this function is used, the installation process may take longer than with a regular installation.
- The [Profile] item of the installed driver is displayed as [<Change> Default Settings].

Related Topics

- **Customized Initial Driver Value Settings File(P. 22)**
- **Selecting [Standard] to Install(P. 30)**
- **Selecting [Custom] to Install(P. 36)**
- **Selecting [USB Connection] to Install(P. 42)**

Customized Initial Driver Value Settings File

This section explains the driver settings that you can customize the initial values for. Create a customized settings file (InitSettings.ini) according to the file format and syntax described here.

Format of Customized Settings File

- File name: InitSettings.ini
- File format: UTF-8 (without BOM) text file

Syntax

```
[InitSettings]
CustomFAXUseDeviceInfo={ON|OFF}
CustomFAXSender=<Sender Name>
CustomFAXOptionBoard={NONE|PSTN2|PSTN2_3|PSTN3_4}
CustomFAXSubAdrsAuth={Mode1|Mode2}
CustomFAXDeptIDAuth={Mode1|Mode2}
CustomFAXHostSpooling={ON|OFF}
CustomFAXIntranet={ON|OFF}
CustomFAXVoIPGateway={ON|OFF}
CustomFAXSetTimeToSend={ON|OFF}
CustomFAXEmailNotify={ON|OFF}
CustomFAXEmailNotifyMode={ALWAYS|ERRONLY|BOTH}
CustomFAX2000Destinaton={ON|OFF}
CustomFAXUTF8={ON|OFF}
CustomFAXUseSubAdrs={ON|OFF}
CustomFAXConfirmationMsg={ON|OFF}
CustomFAXNotAllowManualEntry={ON|OFF}
CustomFAXSendImageStore={ON|OFF}
CustomFAXSelectLine={Auto|Line1|Line2|Line3|Line4}
CustomFAXAddPrefix={ON|OFF}
CustomFAXAddPrefixG3G4=<Outside Dialing Prefix>
CustomFAXAddPrefixIntranet=<Outside Dialing Prefix>
CustomFAXAddPrefixVoIPGateway=<Outside Dialing Prefix>
CustomFAXSetSendingTime={ON|OFF}
CustomFAXSendingTime=<Sending Time (Hour)>:<Sending Time (Minute)>
CustomFAXTransMode={FINE|ULTRAFINE}
```

Legend:

[InitSettings]

The section. Specify this before the items to specify.

{ }

Exclusive values to specify are indicated separated by a separator character (|). Specify any one of the values.

Underlined values such as {ON|OFF} are default values.

< >

Specify a numeric value or string.

Values to Specify

This section explains the values that can be specified for the items.

For items with a value other than the values indicated here, the customization is ignored and the default value of the driver is reflected.

[Device Settings] Sheet

CustomFAXUseDeviceInfo (Retrieve Device Information)

Specify which settings to reflect when the results of retrieving device information do not match the specified customized settings.

ON: When the retrieved device information does not match the customized settings, reflect the retrieved device information as the initial values.

OFF: When the retrieved device information does not match the customized settings, reflect the values specified in the customized settings file as the initial values.

CustomFAXSender (Sender)

Specify the sender name to be displayed in the header of the fax.

You can specify up to 24 ASCII characters for <Sender Name>.

If you exceed the maximum length or include invalid characters, the item will be ignored.

CustomFAXOptionBoard (Fax Board Options)

Specify the fax board installed in the device.

NONE: None

PSTN2: Canon Super G3 Fax Board (2 Lines)

PSTN2_3: Canon Super G3 Fax Board (3 Lines)

PSTN3_4: Canon Super G3 Fax Board (4 Lines)

CustomFAXSubAdrsAuth (Subaddress Authentication)

Specify the subaddress authentication mode.

Mode1: Issue the regular dial attributes.

Mode2: Issue the new dial attributes with enhanced security.

CustomFAXDeptIDAuth (Department ID Management Authentication)

Specify the department ID management authentication mode.

Mode1: No authentication

Mode2: New authentication method with enhanced security

CustomFAXHostSpooling (Spooling at Host)

Specify whether to process the data on the host (computer) or the device.

ON: Perform spooling on the host (computer).

OFF: Perform spooling on the device.

IP Fax Communication Mode Settings

Enables you to specify the communication mode that can be used with the device. For information about IP fax connection environments, refer to the manual for the device.

ON: The specified communication mode can be used.

OFF: The specified communication mode cannot be used.

CustomFAXIntranet (Intranet)

CustomFAXVoIPGateway (VoIP Gateway)

CustomFAXSetTimeToSend (Set the Time to Send)

Specify the fax transmission time in [Select Destination] or [Enter Destination] sheet > [Detailed Settings], or CustomFAXSetSendingTime.

ON: Enable the function for specifying the fax transmission time.

OFF: Disable the function for specifying the fax transmission time.

CustomFAXEmailNotify([Job Done Notice] Setting)

Enables notification of fax transmission results to be sent to a specified email address.

ON: Enable the job complete notification function.

OFF: Disable the job complete notification function.

CustomFAXEmailNotifyMode([Job Done Notice] Setting)

Specify the notification frequency when the job complete notification function is enabled.

ALWAYS: Enable [Notify for All Results]

ERRONLY: Enable [Only Notify for Errors]

BOTH: Enable All

CustomFAX2000Destinaton (Set the number of destinations that can be specified at once to 2000)

Expands the maximum number of destinations that can be specified at one time to 2,000.

ON: Up to 2,000 destinations.

OFF: Up to 500 destinations.

CustomFAXUTF8 (Use Unicode (UTF-8) for Communication with Device)

Transmits and receives internal information (CPCA attribute strings) such as user information to and from the device in Unicode (UTF-8).

ON: Use UTF-8 as the encoding and character set.

OFF: Use ANSI as the encoding and an ANSI related character set.

[Device Settings] Sheet ▶ [Detailed Settings] Dialog Box

CustomFAXUseSubAdrs (Use Subaddress)

Uses the subaddress function. If the subaddress function is enabled, the data to be sent is sent to the memory box of the destination.

ON: Enable the subaddress function.

OFF: Disable the subaddress function.

CustomFAXConfirmationMsg (Display confirmation message when sending)

Displays a confirmation message before sending faxes.

ON: Display a confirmation message.

OFF: Do not display a confirmation message.

CustomFAXNotAllowManualEntry (Do not allow manual destination entry)

Prevents new destinations from being entered manually.

ON: Do not allow new destinations to be registered via manual entry.

OFF: Allow new destinations to be registered via manual entry.

[Select Destination] Sheet

CustomFAXSendImageStore (Store Sent Fax Information and Image)

Saves the transmitted document name, transmission time, etc. as a transmission image.

ON: Save transmission images containing information such as the document name, destination, date/time, and images of the transmission job.

OFF: Do not save transmission images.

[Select Destination] Sheet ▶ [Detailed Settings] Dialog Box

CustomFAXSelectLine (Select G3 Line)

Specify the line to be used for fax transmission.

The settings for this item may differ according to the setting in [Device Settings] sheet > [Fax Board Options] or the CustomFAXOptionBoard setting.

CustomFAXAddPrefix (Add Outside Dialing Prefix to G3/IP Fax Number)

Specify an outside dialing prefix to be assigned to the fax number for each communication mode.

ON: Enable the outside dialing prefix setting.

OFF: Disable the outside dialing prefix setting.

Outside Dialing Prefix (Add Outside Dialing Prefix to G3/IP Fax Number)

When the outside dialing prefix setting is enabled, specify the outside dialing prefix for each communication mode.

CustomFAXAddPrefixG3G4

The outside dialing prefix for G3 environments

CustomFAXAddPrefixIntranet

The outside dialing prefix for environments with IP fax (Intranet) as the communication mode

CustomFAXAddPrefixVoIPGateway

The outside dialing prefix for environments with IP fax (VoIP Gateway) as the communication mode

You can specify up to five ASCII characters (excluding spaces and hyphens) for <Outside Dialing Prefix>.

If you specify more than five characters or include invalid characters, the item will be ignored.

CustomFAXSetSendingTime (Set the Time to Send)

Sends a fax at the specified time. The data to be sent is temporarily saved in the device, then sent at the specified time.

ON: Use the function for specifying the sending time.

OFF: Do not use the function for specifying the sending time.

To specify this item, [Device Settings] sheet > [Set the Time to Send] or CustomFAXSetTimeToSend needs to be enabled.

CustomFAXSendingTime (Sending Time)

When the function for specifying the sending time is enabled, specifies the time for sending the fax in the following format.

<Sending Time (Hour)>:<Sending Time (Minute)>

<Sending Time (Hour)>: 00 to 23

":": Single-byte character

<Sending Time (Minute)>: 00 to 59

Specify <Sending Time (Hour)> and <Sending Time (Minute)> using two digits or less. The leading zero may be omitted.

If you do not follow the format or include invalid characters, the item will be ignored.

[Special] Sheet

CustomFAXTransMode (Resolution)

Specify a resolution when transmitting a fax.

Click [Restore Defaults] on the fax transmission settings screen to return to the resolution specified in CustomFAXTransMode.

Example

```
[InitSettings]
CustomFAXOptionBoard=PSTN2
CustomFAXEmailNotify=ON
CustomFAXEmailNotifyMode=ALWAYS
CustomFAX2000Destinaton=ON
```

Installation Using the Installer

This explains the procedure for installing using the installer included in the accompanying CD-ROM or an installer downloaded from the web site.

Select the procedure most suitable to the device connection configuration and installation method.

- **Installer Types(P. 28)**
- **Selecting [Standard] to Install(P. 30)**
- **Selecting [Custom] to Install(P. 36)**
- **Selecting [USB Connection] to Install(P. 42)**
- **Installing a Driver Using Master Setup(P. 45)**

Installer Types

The installer that starts depends on the target device to install and how the installer was obtained.

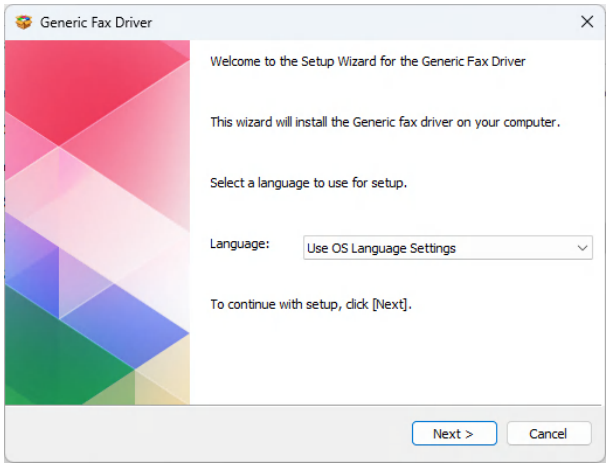
For information on the suitable installer for a device, see the notice included with the device.

Either an integrated installer or Master Setup is used, depending on the device.

There are multiple methods for installing a device, which depend on the type of installer and the connection method and environment of the device. Select the appropriate procedure to perform the installation process.

Driver-Specific Installer

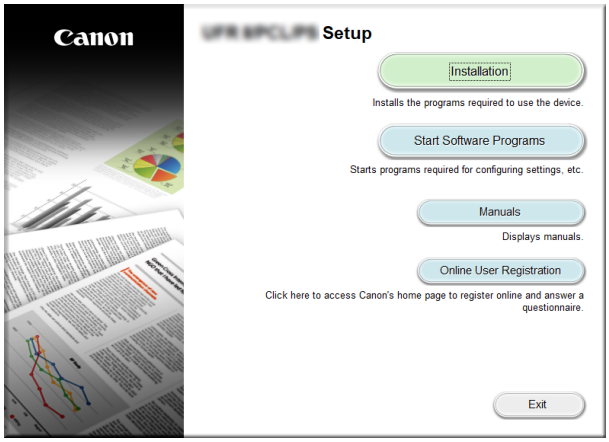
An installer provided for one driver. Installs a single driver.



- Obtained from : Supplied CD-ROM, or downloaded from the website indicated in the notice included with the device
- Executable name : [Setup.exe]

Integrated Installer

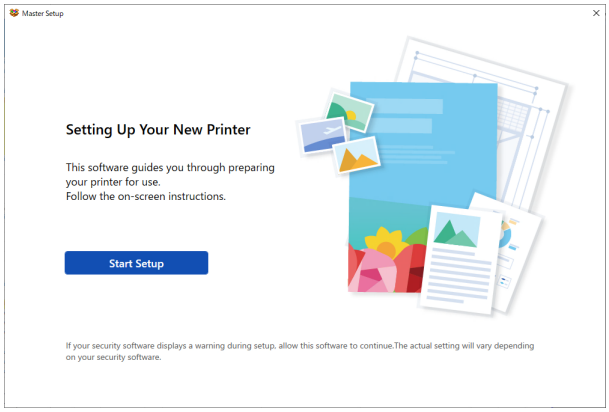
An installer that installs multiple drivers.



- Obtained from : Supplied CD-ROM
- Executable name : [MInst.exe]

Master Setup

An installer used for installing some target devices.



- Obtained from : Downloaded from the website indicated in the notice included with the device
- Executable name : [Msetup4.exe]

Installation Procedure

When using a driver-specific installer or integrated installer

Selecting [Standard] to Install(P. 30)
Selecting [Custom] to Install(P. 36)
Selecting [USB Connection] to Install(P. 42)

When using Master Setup

Installing a Driver Using Master Setup(P. 45)

Selecting [Standard] to Install

This explains the procedure for searching for a device on a network and installing a driver ([Standard]).

Prerequisites

- **System and Service Requirements(P. 16)**
- The device is one that is on the same subnet as the computer you are using (for TCP/IP network environments)
- Enabling settings for both [Use WSD] and [Multicast Discovery Settings] at the device (for network environments that use WSD)
- Setting the page description language selection (plug and play) function of the device

  Set [PDL Selection (Plug and Play)] at the device to match the driver you are using. For details about the setting method, refer to the manual of the device.
- The device must be in the same subnet as the computer you are using.
- **Notes and Warnings Regarding Installation(P. 18)**
- When starting the computer, log on as a user with administrator privileges.

Procedures

1 Start the installer.

If you are using an installer downloaded from the web site

Double-click the downloaded file to decompress it. If the installer does not start automatically after it is decompressed, double-click [Setup.exe].

If you are using the accompanying CD-ROM

(1) Set the CD-ROM in the computer.

If the CD-ROM menu is not displayed, click the subsequent "Open details."

Start the installer by following the procedure below.

- If a message prompting you to insert a CD-ROM is displayed or if Windows Explorer is displayed: Execute [MInst.exe].
- If nothing is displayed: Double-click the CD-ROM icon.
- If the above [MInst.exe] does not exist: Execute [Setup.exe] in the driver folder of the CD-ROM.

If you executed [Setup.exe], proceed to step **2.(P. 30)**

(2) If the language selection screen is displayed, select a language → click [OK].

(3) Click [Installation] from the menu screen.

(4) If the [Select the Type of Connection] screen is displayed, select [Network Connection] → click [Next].

(5) On the [Installation] screen, confirm that the fax driver is selected → click [Install].

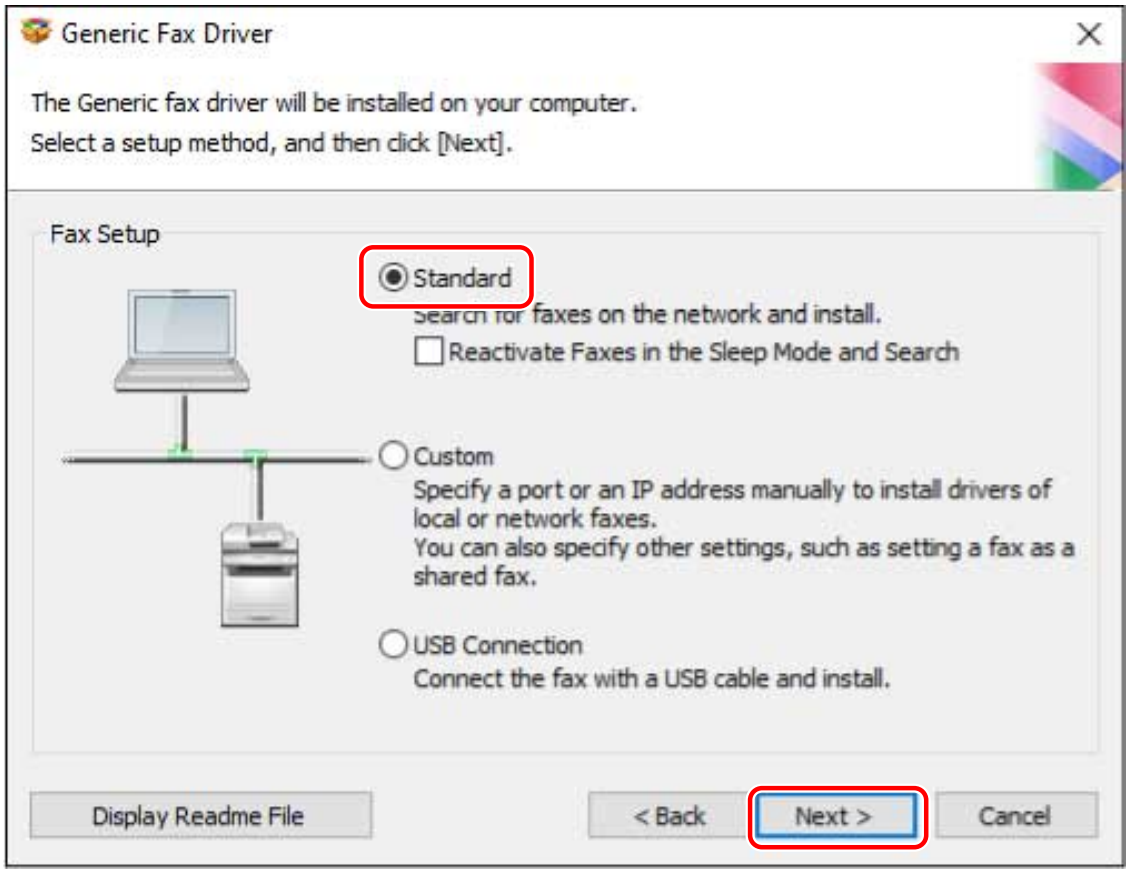
(6) Confirm the content of the CANON SOFTWARE LICENSE AGREEMENT → click [Yes].

2 Select a language → click [Next].

3 When the CANON SOFTWARE LICENSE AGREEMENT is displayed, confirm the content → click [Yes].

4 Select [Standard] → click [Next].

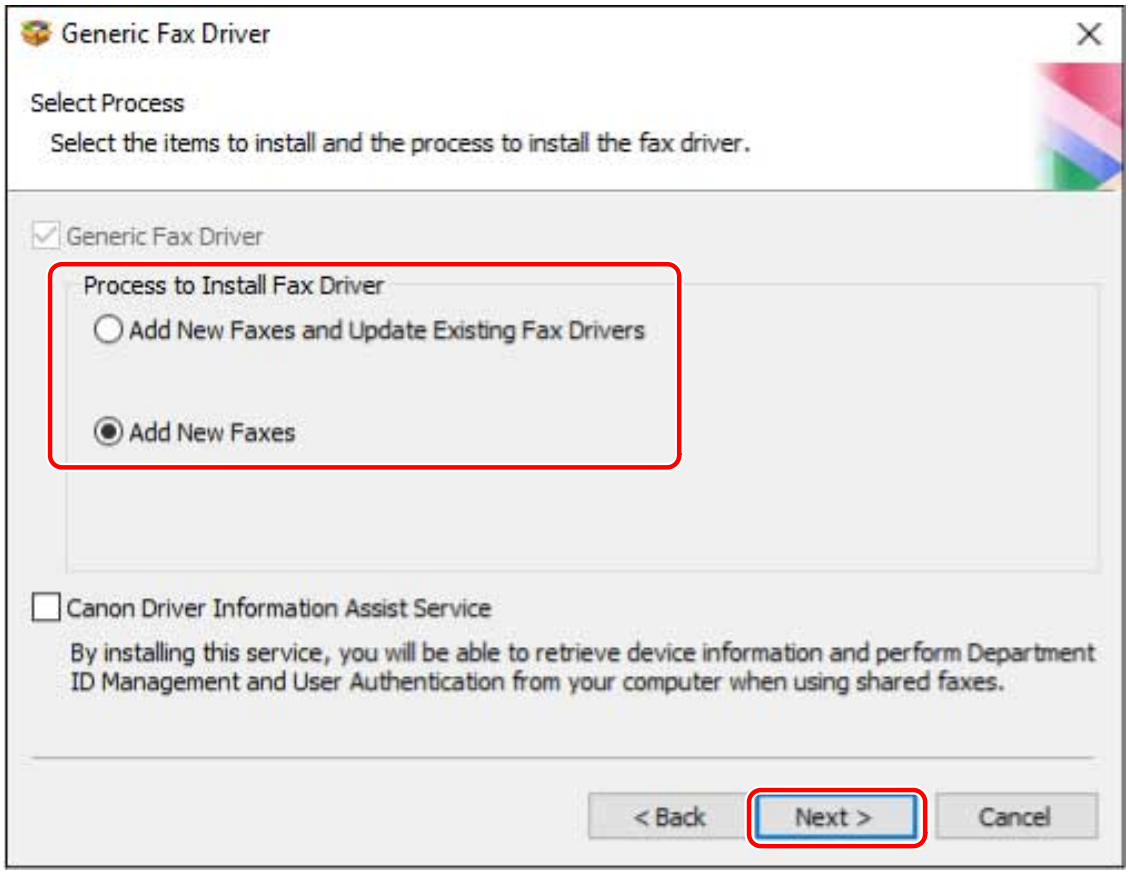
[Reactivate Faxes in the Sleep Mode and Search]: Select this when you want to detect devices on the network that are in sleep mode.



5 Select the required items → click [Next].

[Process to Install Fax Driver]: Select this if necessary if a driver is already installed.

[Canon Driver Information Assist Service]: Select this when you want to use the device information retrieval function.



6 Select the device to install from [Fax List].

[IPv4 Devices]/[IPv6 Devices]: The search results are displayed on the sheet corresponding to the connection method of the device. Click a sheet to switch to it.

[Search Options]: Change the time for searching for devices. This enables you to extend the time spent searching for devices when devices are not displayed in [Fax List].

You can enter the SNMP community name specified in the device to display the discovery results.

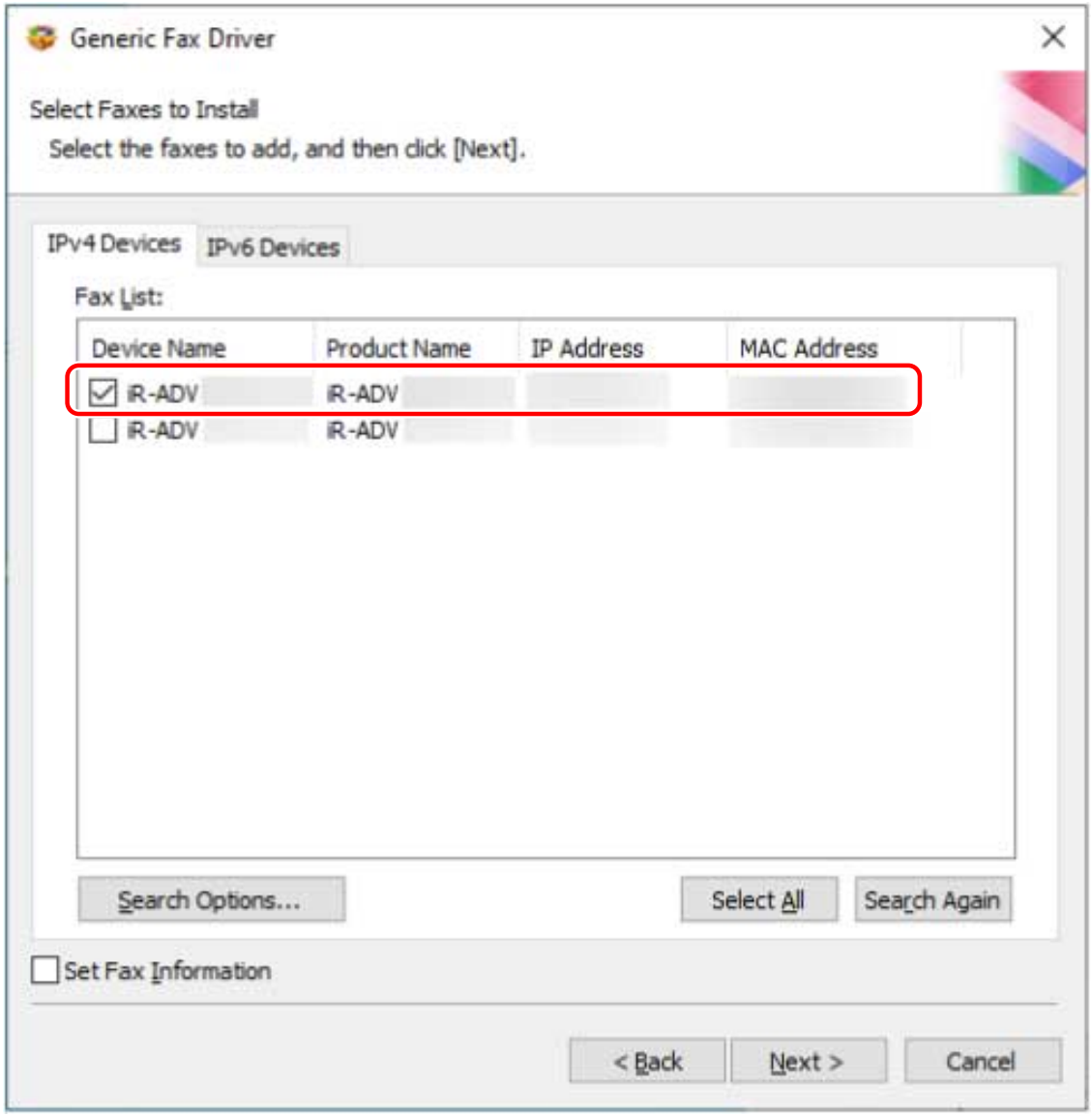
Set this when a name other than the default name "public" is specified in the device.

[Search Again]: Click this if the device is not displayed in [Fax List]. If the device is still not displayed after re-searching, select [Custom] and install by specifying a port or IP address.

NOTE

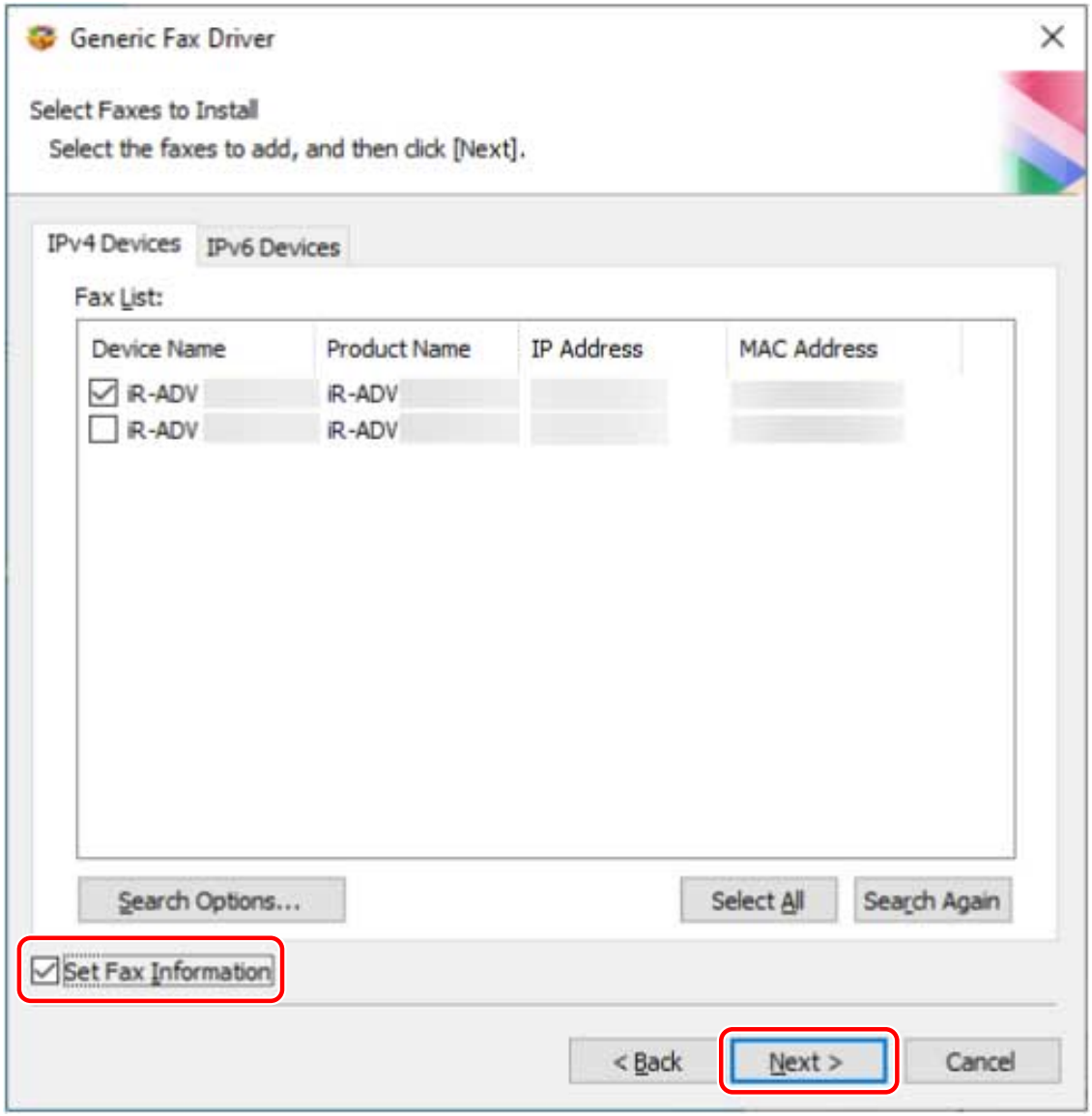
- If you cannot discover a device connected by a WSD port, there could be a problem with the operating system or device settings. Refer to the following to enable the device to be displayed in the search results.

Cannot discover a device connected via a WSD port(P. 79)



7 If you want to change the name of the device, or set it as the default device, select [Set Fax Information] → click [Next].

If you do not want to change the name of the device or set it as the default device, click [Next] and proceed to step **9.(P. 35)**



8 Change [Fax Name] if necessary → click [Next].

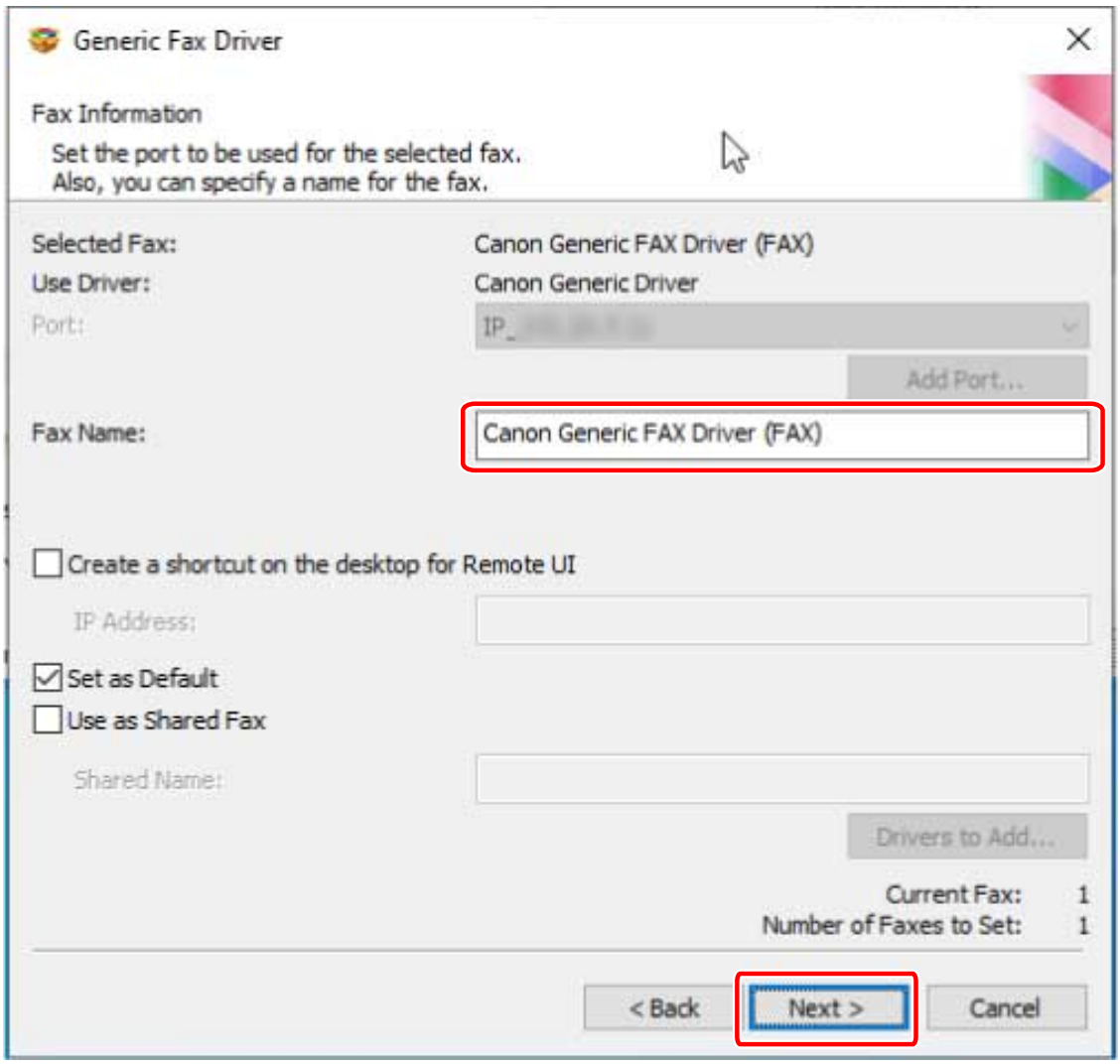
[Create a shortcut on the desktop for Remote UI]: Creates a shortcut to the Remote UI of the device on the desktop.

To update the IP address of the device set in the shortcut after installing the driver, or delete the shortcut, do so manually.

[Set as Default]: Select this to set the device as the device that is normally used.

[Use as Shared Fax]: Select this if you want to configure shared settings for the device.

You cannot select [Fax Name] if the device is connected via a WSD port.



9 **Check [Fax List for Driver Installation] → click [Start].**

Proceed with the installation according to the instructions on the screen.

10 **Click [Restart] (or [Exit]).**

Related Topics

- **About Installation(P. 15)**
- **Customizing the Initial Driver Values(P. 21)**
- **Selecting [Custom] to Install(P. 36)**
- **Configuring Share Print Server Settings(P. 63)**

Selecting [Custom] to Install

This explains the procedure for manually specifying the port to use for a network connection or local connection and installing the driver. As well as existing ports, you can add a standard TCP/IP port or network printer port.

Prerequisites

- **System and Service Requirements(P. 16)**
- **Notes and Warnings Regarding Installation(P. 18)**
- Confirm the port to be specified

  Specify a standard TCP/IP port or a network printer port. You can specify an already registered port. You can select a temporary port ([LPT1] etc.) and set it after installation is complete.
- Confirm the name and IP address of the device (if adding a standard TCP/IP port).

  You must enter the device name and IP address when adding a standard TCP/IP port and installing. For the name of the device, use the name by which the device is known on the network. If you do not know the device name or IP address, check with your network administrator.
- Confirm the queue specified for each port (if the target device is shown in the following).

  If an optional external print server unit is attached to the target device, after selecting the port, you must specify the queue. Click "Open details," and confirm the queue corresponding to the selected port.

  Specify the queues corresponding to the port.

  For LPR:

  For Windows TCP/IP, enter a Print, Hold, and Direct queue name in the [Queue Name] column.

  For RAW:

  The queue to be specified is determined by the port number.

  9100: Print, Hold, or Direct

  9101: Direct queue

  9102: Print queue

  9103: Hold queue

  For SMB:

  When you select the device from the network tree, three queues are displayed. Select one from among the displayed queues.

  For NetWare:

  Depending on the device you are using, turn the banner setting off.
- When starting the computer, log on as a user with administrator privileges.

Procedures

1 Start the installer.

If you are using an installer downloaded from the web site

Double-click the downloaded file to decompress it. If the installer does not start automatically after it is decompressed, double-click [Setup.exe].

If you are using the accompanying CD-ROM

(1) Set the CD-ROM in the computer.

If the CD-ROM menu is not displayed, click the subsequent "Open details."

Start the installer by following the procedure below.

- If a message prompting you to insert a CD-ROM is displayed or if Windows Explorer is displayed: Execute [MInst.exe].
- If nothing is displayed: Double-click the CD-ROM icon.
- If the above [MInst.exe] does not exist: Execute [Setup.exe] in the driver folder of the CD-ROM.

If you executed [Setup.exe], proceed to step **2.(P. 37)**

(2) If the language selection screen is displayed, select a language → click [OK].

(3) Click [Installation] from the menu screen.

(4) If the [Select the Type of Connection] screen is displayed, select [Network Connection] → click [Next].

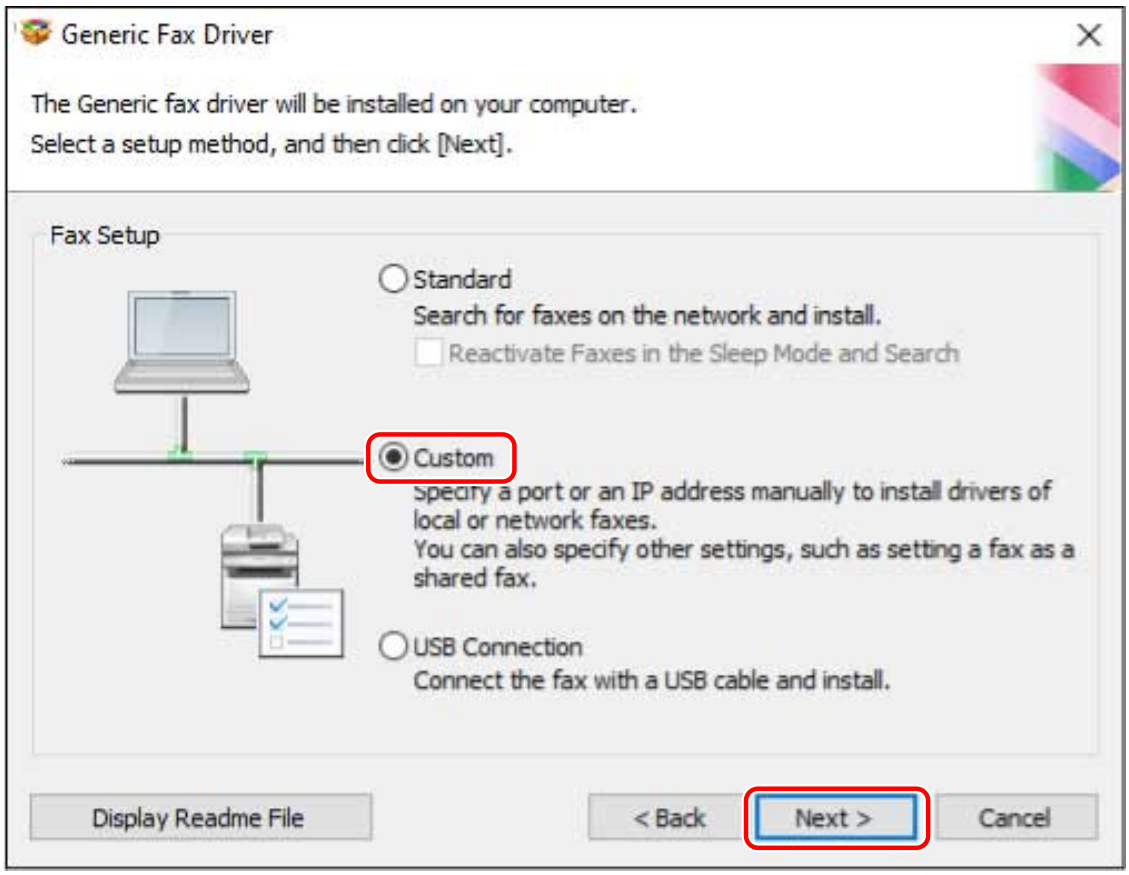
(5) On the [Installation] screen, confirm that the fax driver is selected → click [Install].

(6) Confirm the content of the CANON SOFTWARE LICENSE AGREEMENT → click [Yes].

2 Select a language → click [Next].

3 When the CANON SOFTWARE LICENSE AGREEMENT is displayed, confirm the content → click [Yes].

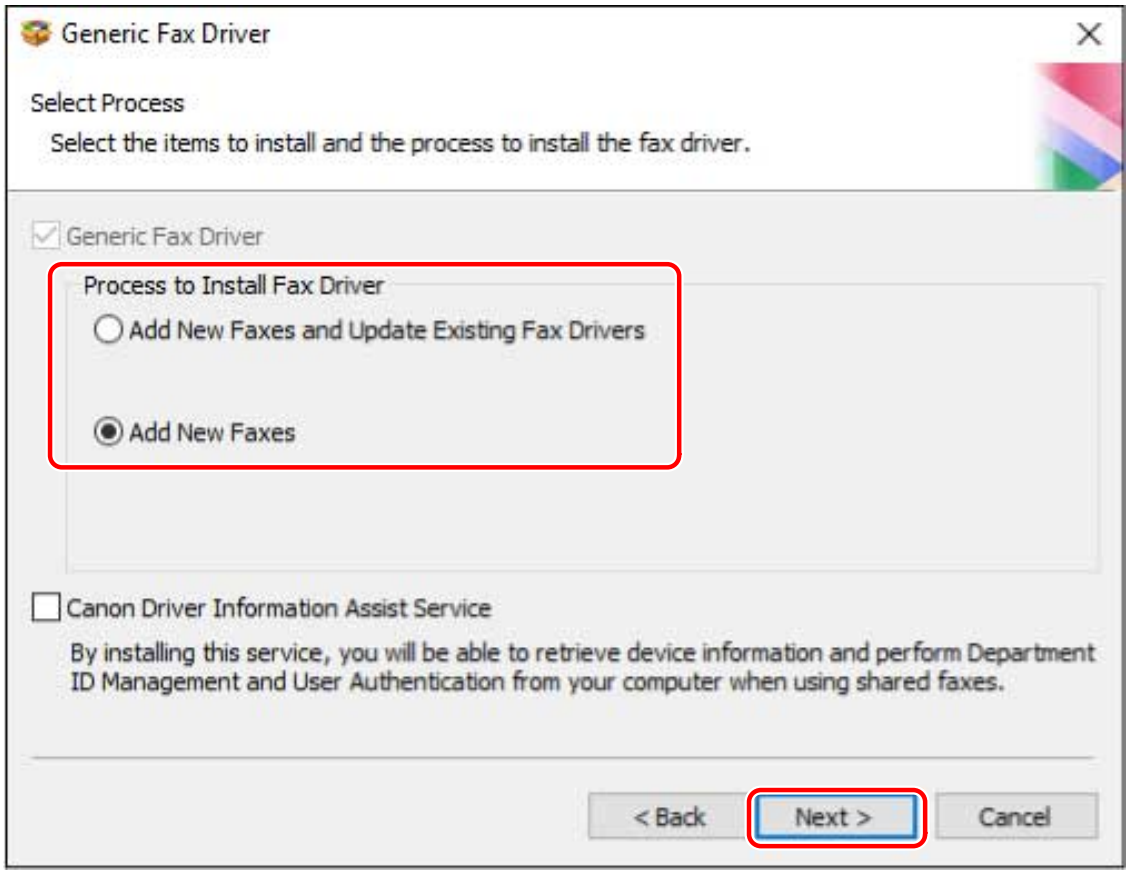
4 Select [Custom] → click [Next].



5 Select the required items → click [Next].

[Process to Install Fax Driver]: Select this if necessary if a driver is already installed.

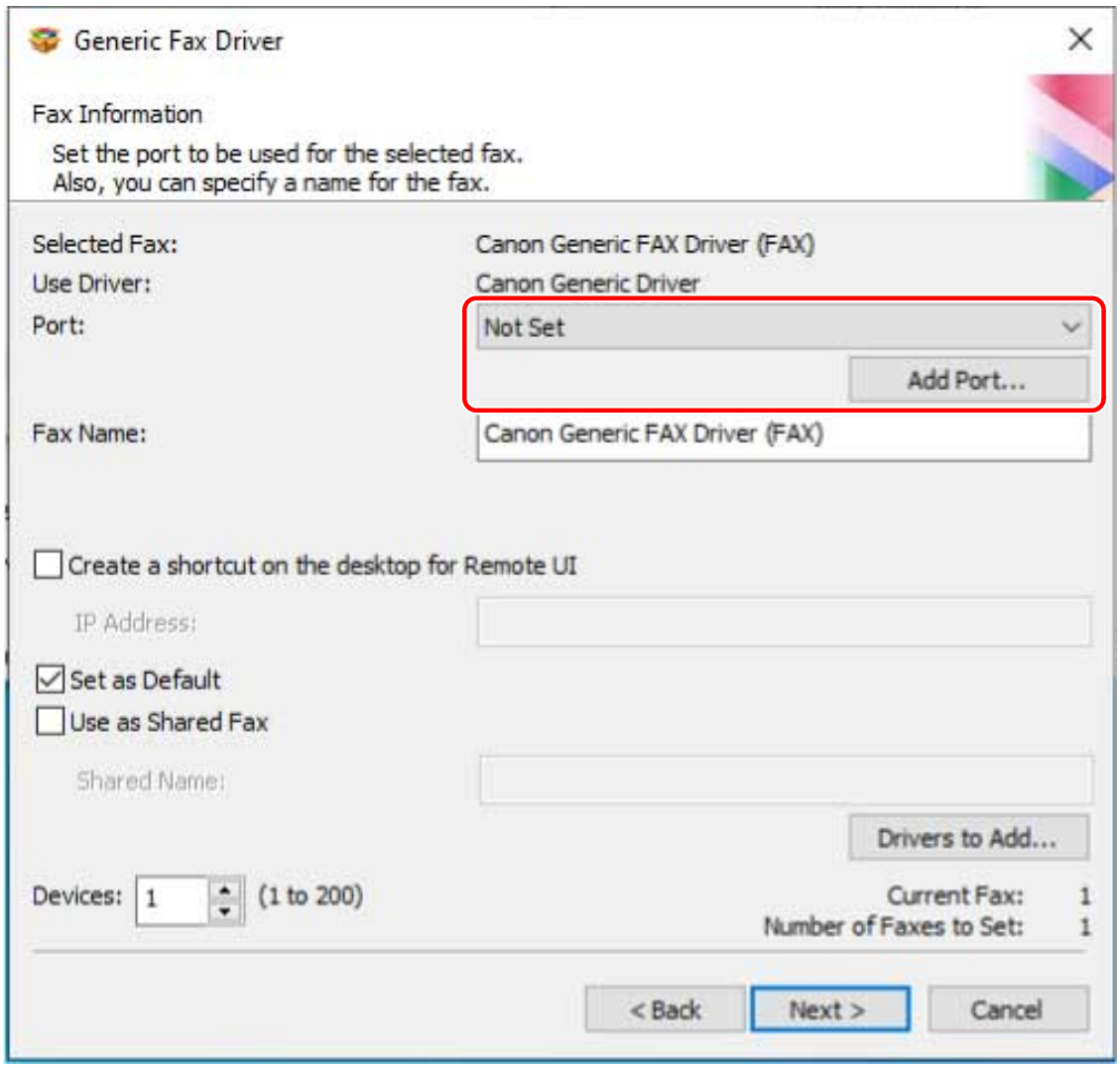
[Canon Driver Information Assist Service]: Select this when you want to use the device information retrieval function.



6 Set the port.

Ports that can be specified if you are using a device that does not support NetWare or IPP are LPR, RAW, and SMB.

If you are using an existing port, select the port from [Port] → proceed to step **8.(P. 39)** If you want to specify the port after installation, select a temporary port ([LPT1] etc.) → proceed to step **8.(P. 39)**



7 Click [Add Port] → select the type of port ([Standard TCP/IP Port], [WSD Port], or [Network]) from [Port to Add] → click [OK].

When adding a network printer port:

Select the network printer to use → click [OK] → proceed to step **8.(P. 39)**

When adding a standard TCP/IP port:

Enter the device name or IP address according to the instructions of the wizard.

[Port Name] is automatically entered. Change the port name if required.

When adding a WSD port:

Enter the IP address or host name → click [OK] → proceed to step **8.(P. 39)**

NOTE

- If the [Additional port information required] screen is displayed, perform one of the following procedures.
  - Return to the previous screen in the wizard → re-enter the information in [Printer Name or IP Address] → click [Next].
  - Select [Standard] for [Device Type] → select [Canon Network Printing Device with P9100] → click [Next].

    Depending on the device you are using, the type of device that you can select in the [Additional port information required] screen > [Device Type] > [Standard] may vary.

8 Change [Fax Name] if necessary → click [Next].

[Create a shortcut on the desktop for Remote UI]: Creates a shortcut to the Remote UI of the device on the desktop. Enter the IP address of the device in [IP Address].

To update the IP address of the device set in the shortcut after installing the driver, or delete the shortcut, do so manually.

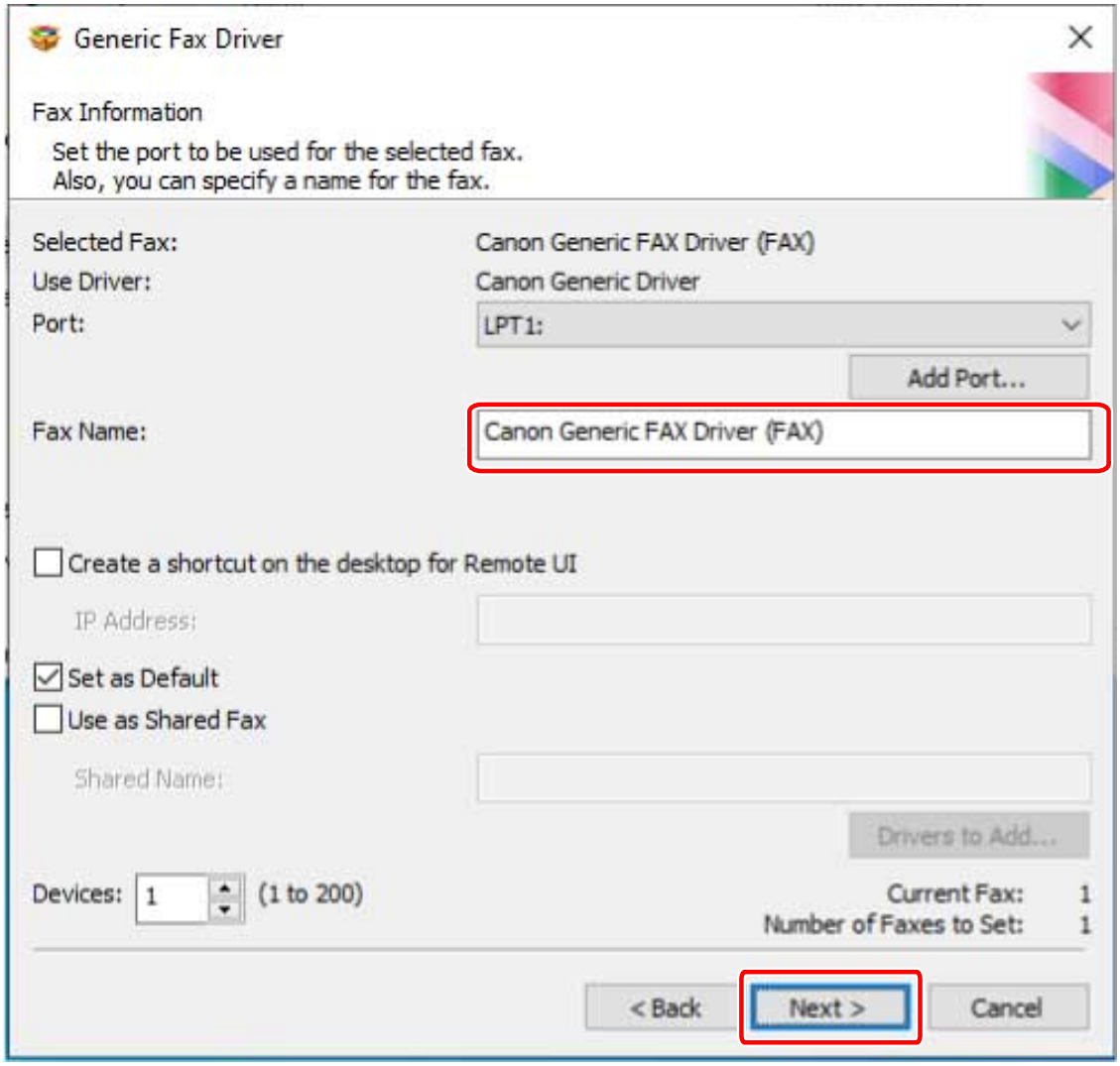
[Set as Default]: Select this to set the device as the device that is normally used.

[Use as Shared Fax]: Select this if you want to configure shared settings for the device.

If you added or selected a network printer port, you cannot set [Fax Name] and [Use as Shared Fax].

[Devices]: If necessary, enter the number of devices to be installed.

When you click [Next], the [Fax Information] screen is repeatedly displayed for the number of devices specified. Configure the settings for each device.



9 Check [Fax List for Driver Installation] → click [Start].

Proceed with the installation according to the instructions on the screen.

10 Click [Restart] (or [Exit]).

Related Topics

About Installation(P. 15)

Customizing the Initial Driver Values(P. 21)
Configuring Share Print Server Settings(P. 63)
Changing to a Standard TCP/IP Port(P. 58)

Selecting [USB Connection] to Install

This explains the procedure for connecting a device and computer with a USB cable and installing a driver.

IMPORTANT

- If connecting by USB and installing, since Canon Driver Information Assist Service cannot be installed simultaneously, you cannot use the device information retrieval function as is. If you want to use it, install the Canon Driver Information Assist Service after installing the driver. However, if connected by USB, you may not be able to use the device information retrieval function, depending on the device and environment you are using.

Prerequisites

- **System and Service Requirements(P. 16)**
- Installation of the optional USB interface board (if required with the device you are using)
- Page description language selection (plug & play) function setting of the device (if required with the device you are using)

  Set [PDL Selection (Plug and Play)] at the device to match the driver you are using. For details about the setting method, refer to the manual of the device.
- Confirm that the target device supports Version 9.00 or earlier fax drivers.
- **Notes and Warnings Regarding Installation(P. 18)**
- When starting the computer, log on as a user with administrator privileges.

Procedures

1 Turn off the device.

2 Start the installer.

If you are using an installer downloaded from the web site

Double-click the downloaded file to decompress it. If the installer does not start automatically after it is decompressed, double-click [Setup.exe].

If you are using the accompanying CD-ROM

(1) Set the CD-ROM in the computer.

If the CD-ROM menu is not displayed, click the subsequent "Open details."

Start the installer by following the procedure below.

- If a message prompting you to insert a CD-ROM is displayed or if Windows Explorer is displayed: Execute [MInst.exe].
- If nothing is displayed: Double-click the CD-ROM icon.
- If the above [MInst.exe] does not exist: Execute [Setup.exe] in the driver folder of the CD-ROM.

If you executed [Setup.exe], proceed to step **3.(P. 43)**

(2) If the language selection screen is displayed, select a language → click [OK].

(3) Click [Installation] from the menu screen.

(4) If the [Select the Type of Connection] screen is displayed, select [USB Connection] → click [Next].

(5) On the [Installation] screen, confirm that the fax driver is selected → click [Install].

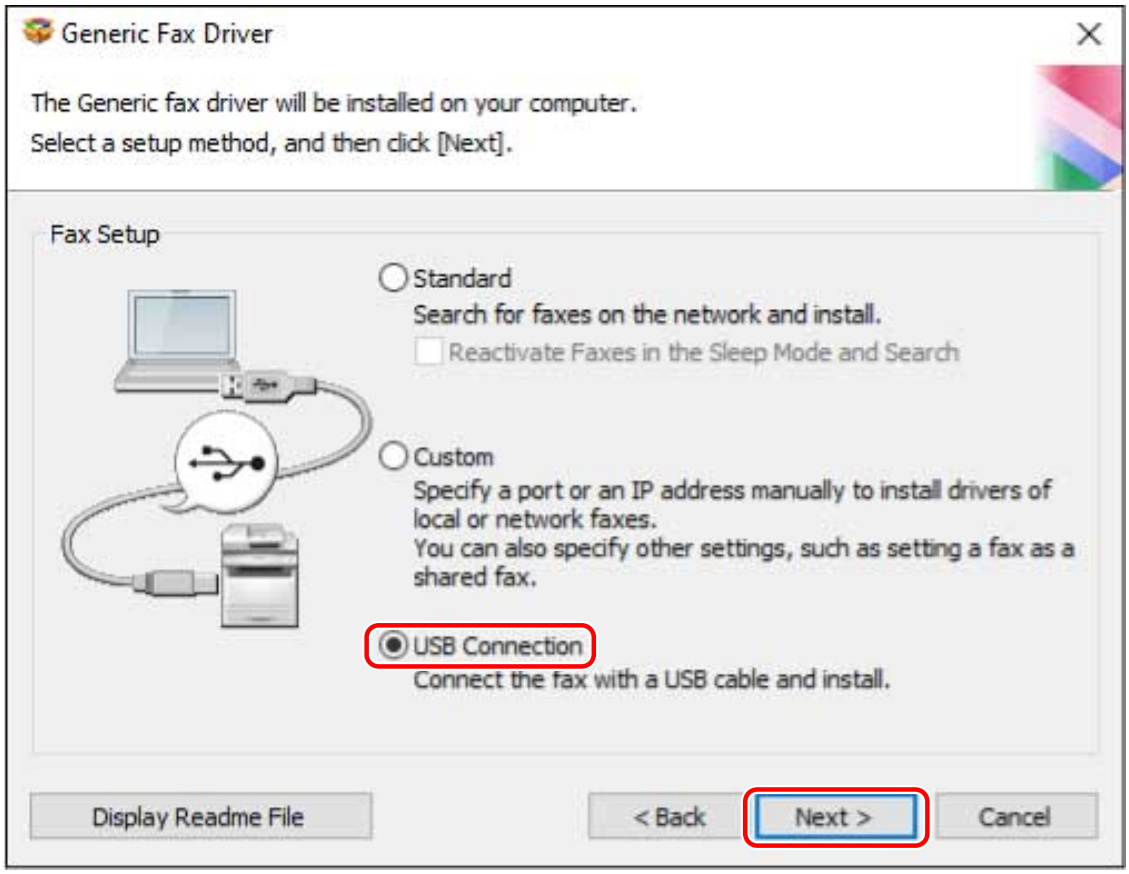
(6) Confirm the content of the CANON SOFTWARE LICENSE AGREEMENT → click [Yes].

3 Select a language → click [Next].

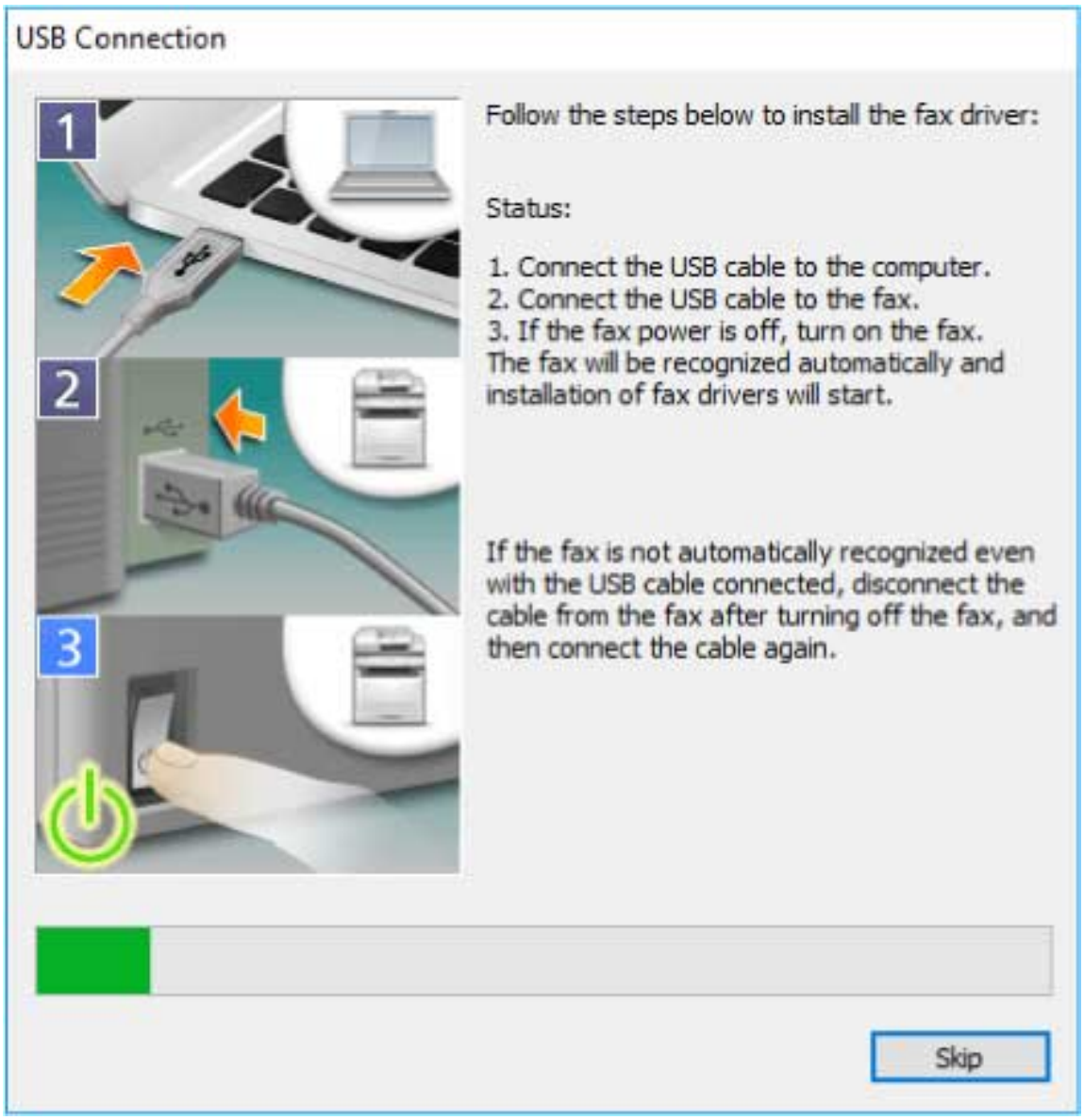
4 When the CANON SOFTWARE LICENSE AGREEMENT is displayed, confirm the content → click [Yes].

5 Select [USB Connection] → click [Next].

Proceed with the installation according to the instructions on the screen.



6 When the following screen appears, connect the device and computer with a USB cable → turn on the device.



Proceed with the installation according to the instructions on the screen.

If installation fails in the above screen, click "Open details."

Reinstall after performing the following procedure.

(1) Connect the device and computer with a USB cable → turn on the device.

(2) Right-click the icon of the Start menu in Windows → select [Device Manager] from the menu.

(3) Right-click the target device in [Other devices] → select the menu for uninstalling the device.

(4) Confirm the device name.

Canon + <model name being used>

7 Click [Restart] (or [Exit]).

Related Topics

- **About Installation(P. 15)**
- **Customizing the Initial Driver Values(P. 21)**
- **Automatically Setting the Device Information Retrieval Function(P. 65)**

Installing a Driver Using Master Setup

Master Setup can install the driver for a device without worrying about the connection environment of the target device (whether the device uses a network connection or USB connection).

Install the driver by following the instructions on the screen.

NOTE

- Master Setup does not support the following functions. Use an installer other than Master Setup if these functions are required.
  - Discovery of devices connected via IPv6
  - Identification of multiple devices of the same model connected via USB
  - Shared printer settings
  - Installation of alternate drivers

Prerequisites

- The environment is connected to the Internet
- **System and Service Requirements(P. 16)**

  Installation using Master Setup is only supported with Windows 10/11.
- Page description language selection (Plug & Play) function setting of the device (if required with the device you are using)

  Set [PDL Selection (Plug and Play)] at the device to match the driver you are using. For details about the setting method, refer to the manual of the device.
- The device is one that is on the same subnet as the computer you are using (when discovering a device connected via a network)
- **Notes and Warnings Regarding Installation(P. 18)**
- When starting the computer, log on as a user with administrator privileges.

Procedures

1 Start the installer.

Extract the downloaded file, and double-click [Msetup4.exe].

If the combination of selected language and region is not supported by the driver, the driver is installed in the language set for Windows.

2 Proceed with the installation according to the instructions on the screen.

3 Click [Finish], [Restart Now], or [Later].

A shortcut to the online manual is created on your desktop.

Installation Without Using the Installer

This explains the procedure for installing the driver without using the usual installer.

Installing by Specifying an inf File(P. 47)
Installing Using a WSD Port(P. 49)

Installing by Specifying an inf File

You can install a driver by specifying an inf file with the add printer function of Windows. The following explanation will be given with respect to installation with a standard TCP/IP port.

Prerequisites

- Confirm the IP address of the device.
- Prepare the inf file.

  Acquire the driver from the Canon web site (https://global.canon/) or the accompanying CD-ROM, and prepare the inf file.

  The inf file is stored in the [Driver] folder in the folder of the driver you have acquired.
- When starting the computer, log on as a user with administrator privileges.

Procedures

1 Start the Windows add printer wizard.

(1) Display [Bluetooth & devices] (or [Devices]) from [Settings] in the Start menu.

(2) In [Printers & scanners], click [Add a printer or scanner] > [Add device] (or [Add a printer or scanner]).

(3) Click [The printer that I want isn't listed] > [Add manually] (or [The printer that I want isn't listed]).

2 Select local printer addition and proceed to the next screen.

3 Select [Create a new port] → select [Standard TCP/IP Port] from [Type of port] → click [Next].

4 Enter the IP address of the device in [Hostname or IP address] → proceed according to the instructions on the screen.

If the device cannot be found, it may be recognized as an unknown device. If so, click the subsequent "Open details."

(1) Right-click the icon of the Start menu in Windows → select [Device Manager] from the menu.

(2) Select and right-click [Other devices] > [Unknown device] → select the menu for updating the driver.

(3) In the driver software update wizard, click [Browse my computer for drivers] → click [Let me pick from a list of available drivers on my computer].

(4) Select [Printers] from [Common hardware types] → click [Next].

5 In the [Install the printer driver] screen, click [Have Disk].

6 Click [Browse] → select the prepared inf file.

7 **Select the device to use from [Printers] → click [Next].**

8 **Install the driver according to the instructions on the screen → click [Finish].**

Related Topics

- Notes and Warnings Regarding Installation(P. 18)
- Changing to a Standard TCP/IP Port(P. 58)

Installing Using a WSD Port

This explains the procedure for searching for devices on a network from Windows using a WSD (Web Services on Devices) port and installing the driver.

You cannot install multiple drivers in the computer you want to install a driver in using a WSD port. If you are installing a new driver, do so after first uninstalling the drivers. If you want to install multiple drivers, share a standard TCP/IP port.

Prerequisites

- Page Description Language selection (Plug & Play) function settings of the device

  Set [PDL Selection (Plug and Play)] at the device to match the driver you are using. For details about the setting method, refer to the manual of the device.

- **Selecting [Custom] to Install(P. 36)**

  Specify a temporary port ([LPT1] etc.) and install the driver.

Procedures

1 **Display [Bluetooth & devices] (or [Devices]) from [Settings] in the Start menu.**

2 **In [Printers & scanners], click [Add a printer or scanner] > [Add device] (or [Add a printer or scanner]).**

3 **Click [Add device] for the target device.**

NOTE

- After installation using the WSD port is complete, the device added to the printer list of Windows during installation specifying the temporary port is unnecessary.

  Select the device to be removed in the printer list of Windows, then select [Remove device] or click [Remove] on the management screen for the device.

  Refer to the above procedure for how to display the printer list of Windows.

Related Topics

- **Notes and Warnings Regarding Installation(P. 18)**
- **How to Refer to the Help(P. 76)**
- **Cannot discover a device connected via a WSD port(P. 79)**

Updating Installation and Uninstallation

This explains the procedures for updating the driver to a new version and the procedure for uninstalling a driver that is no longer needed.

Updating the Driver(P. 51)
Uninstalling the Driver(P. 54)

Updating the Driver

This explains the procedure for updating an installed driver to a new version.

You can also update alternate drivers installed in the clients of a print server. However, if you use a driver updated on the print server from a client, uninstall the driver you are using and reinstall.

Prerequisites

- Driver Installation
- Acquire the installer

  You can download the update installer from the Canon web site (https://global.canon/).
- When starting the computer, log on as a user with administrator privileges.

NOTE

- When updating an existing driver, match the language to install with the existing driver.

Procedures

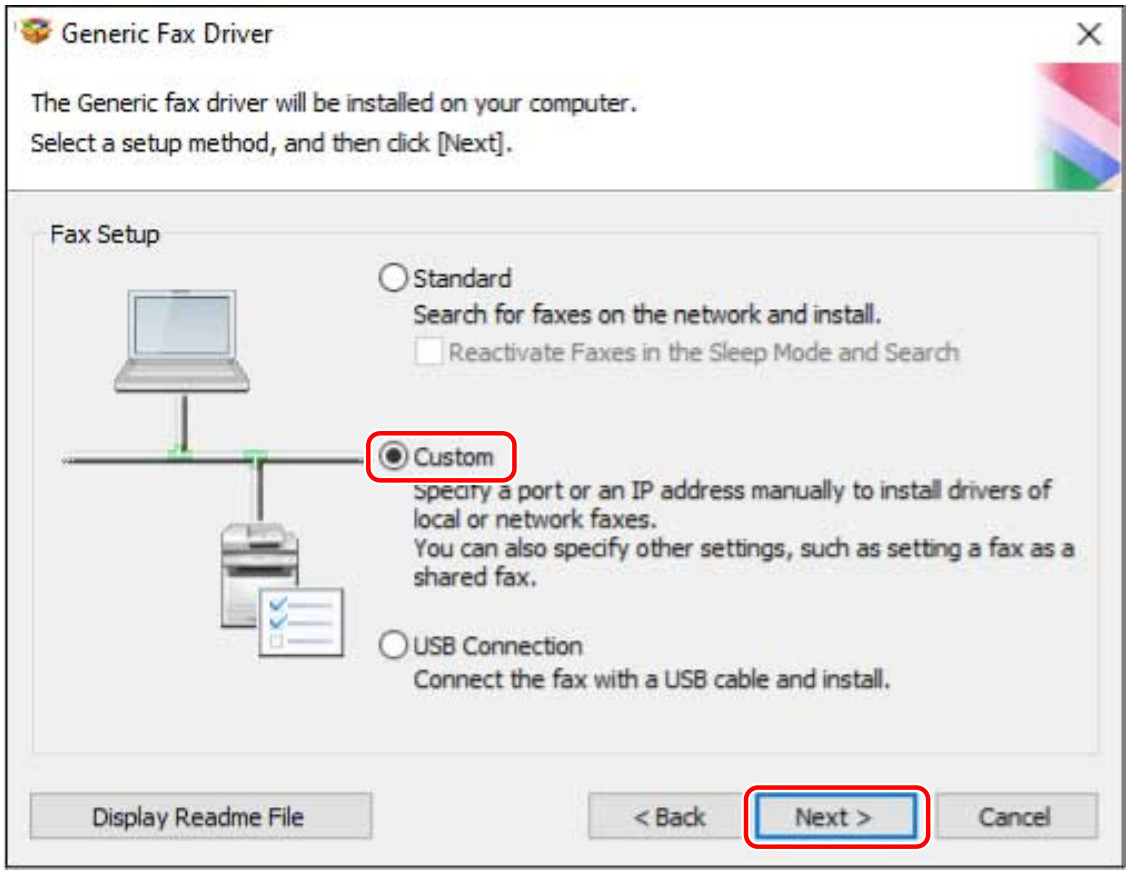
1 Start the installer.

Double-click the downloaded file to decompress it. If the installer does not start automatically after it is decompressed, double-click [Setup.exe].

2 Select a language → click [Next].

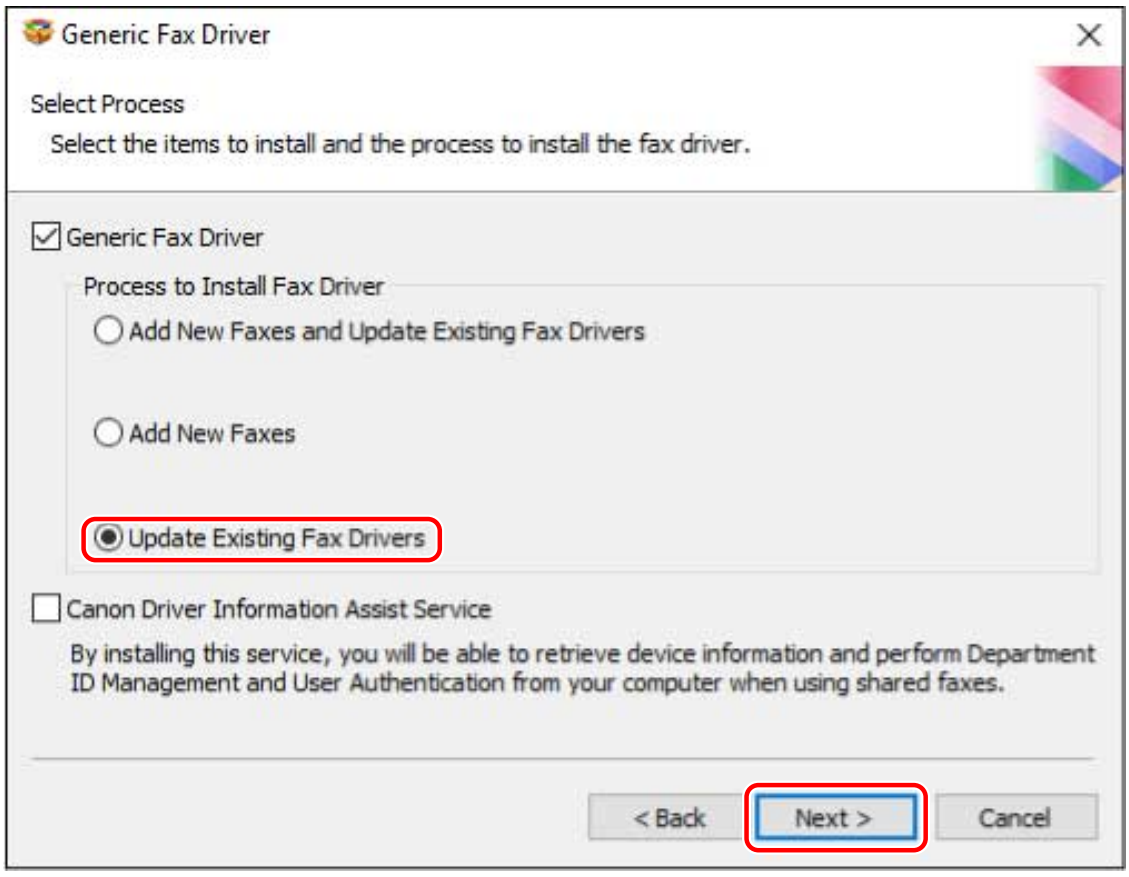
3 Read the CANON SOFTWARE LICENSE AGREEMENT → click [Yes].

4 Select [Custom] → click [Next] in the displayed message.



5 Select [Update Existing Fax Drivers] for [Process to Install Fax Driver] → click [Next].

[Canon Driver Information Assist Service]: Select this when you want to use the device information retrieval function.



6 Check [Fax List for Driver Installation] → click [Start].

7 Click [Exit].

Restart your computer when a message is displayed prompting you to do so.

NOTE

- If you use the installer to install a driver, you can update existing drivers at the same time that you install the new driver.

Related Topics

- **Configuring Share Print Server Settings(P. 63)**
- **Setting up Clients of a Shared Device(P. 64)**

Uninstalling the Driver

This explains the procedure for uninstalling a driver.

There are two methods for uninstalling: starting the uninstaller from Windows, and using the uninstall file.

Prerequisites

- Driver Installation
- The driver to be uninstalled was not installed using WSD

  Drivers installed using WSD must be uninstalled from the Windows printer list.

  For information on displaying the Windows printer list, see the procedure for using WSD to install a driver.
- When starting the computer, log on as a user with administrator privileges.

Procedures

1 Start the uninstaller of the driver.

- **When using Windows functions**

  (1) Display [Apps] (or [System]) > [Installed apps] (or [Apps & features]) from [Settings] in the Start menu.

  (2) Click [⋮] for the driver you want to uninstall (or select the driver) → click [Uninstall].
- **When using the uninstall file provided with the driver**

  Double-click one of the following files.

When using a file in an installed driver folder

Use [UNINSTAL.exe] corresponding to the driver in the following folder.

<install folder>\Canon\PrnUninstall

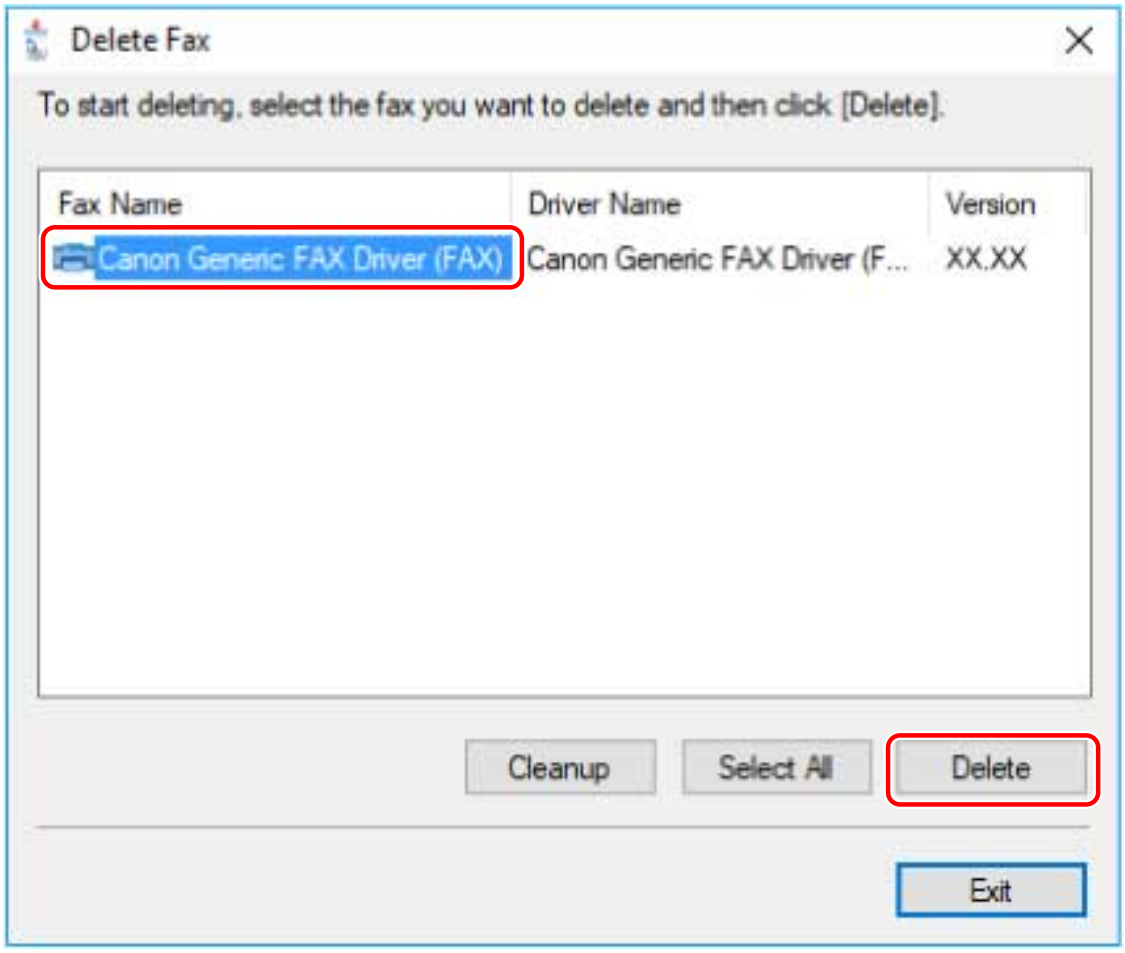
When using the file in the accompanying CD-ROM or downloaded driver folder

Use the following file in the folder of the driver you have acquired.

misc\UNINSTAL.exe

2 Select the name of the device you want to uninstall → click [Delete].

[Cleanup]: Click this to simultaneously delete all files and registry information relating to all of the drivers displayed in the list, not just the selected driver. Click [Delete] to perform a normal uninstallation of the driver.



3 **If the confirm deletion message is displayed, click [Yes].**

4 **In the [Delete Fax] screen, click [Exit].**

Related Topics

Installing Using a WSD Port(P. 49)

Changing Settings to Match the Usage Environment

Changing Settings to Match the Usage Environment 57
Changing to a Standard TCP/IP Port 58
Using a Shared Device 62
Configuring Share Print Server Settings 63
Setting up Clients of a Shared Device 64
Automatically Setting the Device Information Retrieval Function 65

Changing Settings to Match the Usage Environment

This explains procedures for changing the port being used by a device, configuring printer share settings, and setting the printer so that you can use the device information retrieval function.

If you need to configure settings to match the environment you are using, refer to this chapter.

Changing to a Standard TCP/IP Port(P. 58)
Using a Shared Device(P. 62)
Automatically Setting the Device Information Retrieval Function(P. 65)

Changing to a Standard TCP/IP Port

This explains the procedure for changing the port used by a device connected by a network to a standard TCP/IP port. If you temporarily set a port for the device when installing the driver, you can change it to the correct port by following this procedure.

Prerequisites

- **Selecting [Custom] to Install(P. 36)**

  Specify a temporary port ([LPT1] etc.) and install the driver with [Custom].

- Confirm the device name and IP address

  You must enter the device name and IP address when adding a standard TCP/IP port. For the name of the device, use the name by which the device is known on the network. If you do not know the device name or IP address, check with your network administrator.

- Determining to protocol to use

  LPR: The protocol commonly used by TCP/IP.

  Raw: A protocol that can be used with Windows. It transmits data at a higher speed than LPR.

- When starting the computer, log on as a user with administrator privileges.

Procedures

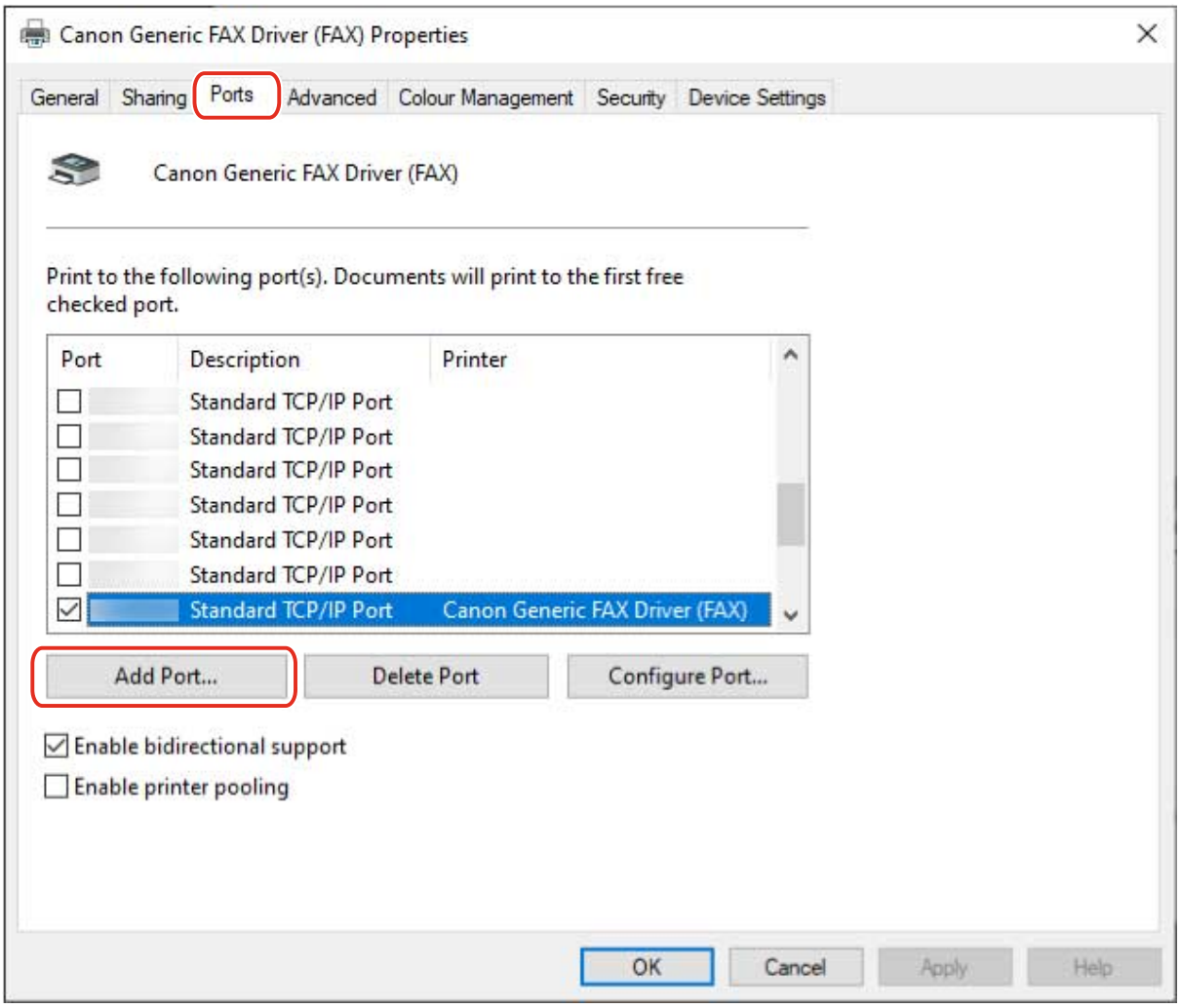
1 Display the printer properties screen.

(1) Display [Bluetooth & devices] (or [Devices]) from [Settings] in the Start menu.

(2) In [Printers & scanners], display the management screen for the device to set.
To display the management screen, click the device or click [Manage] for the corresponding device.

(3) Click [Printer properties] for the device to set.

2 Display the [Ports] sheet → click [Add Port].



3 Select [Standard TCP/IP Port] from [Available port types] → click [New Port].

4 Enter the device name or IP address according to the instructions of the wizard.

[Port Name] is automatically entered. Change the port name if required.

NOTE

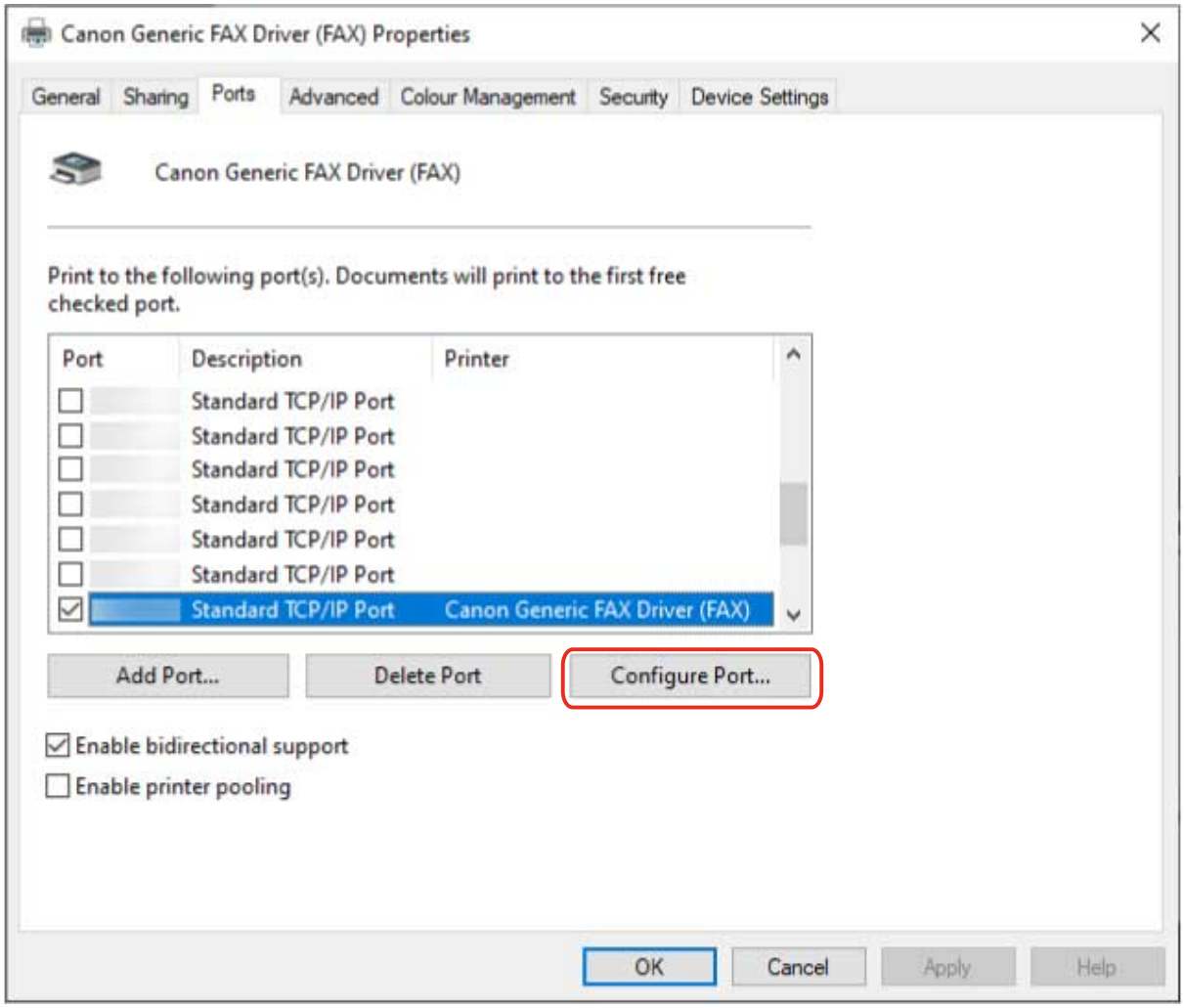
- If the [Additional port information required] screen is displayed, perform one of the following procedures.
  - Return to the previous screen in the wizard → re-enter the information in [Printer Name or IP Address] → click [Next].
  - Select [Standard] for [Device Type] → select [Canon Network Printing Device with P9100] → click [Next].

    Depending on the device you are using, the type of device that you can select in the [Additional port information required] screen > [Device Type] > [Standard] may vary.

5 Click [Finish].

6 In the [Printer Ports] dialog box, click [Close].

7 Click [Configure Port].



8 Set the port.

When using LPR:

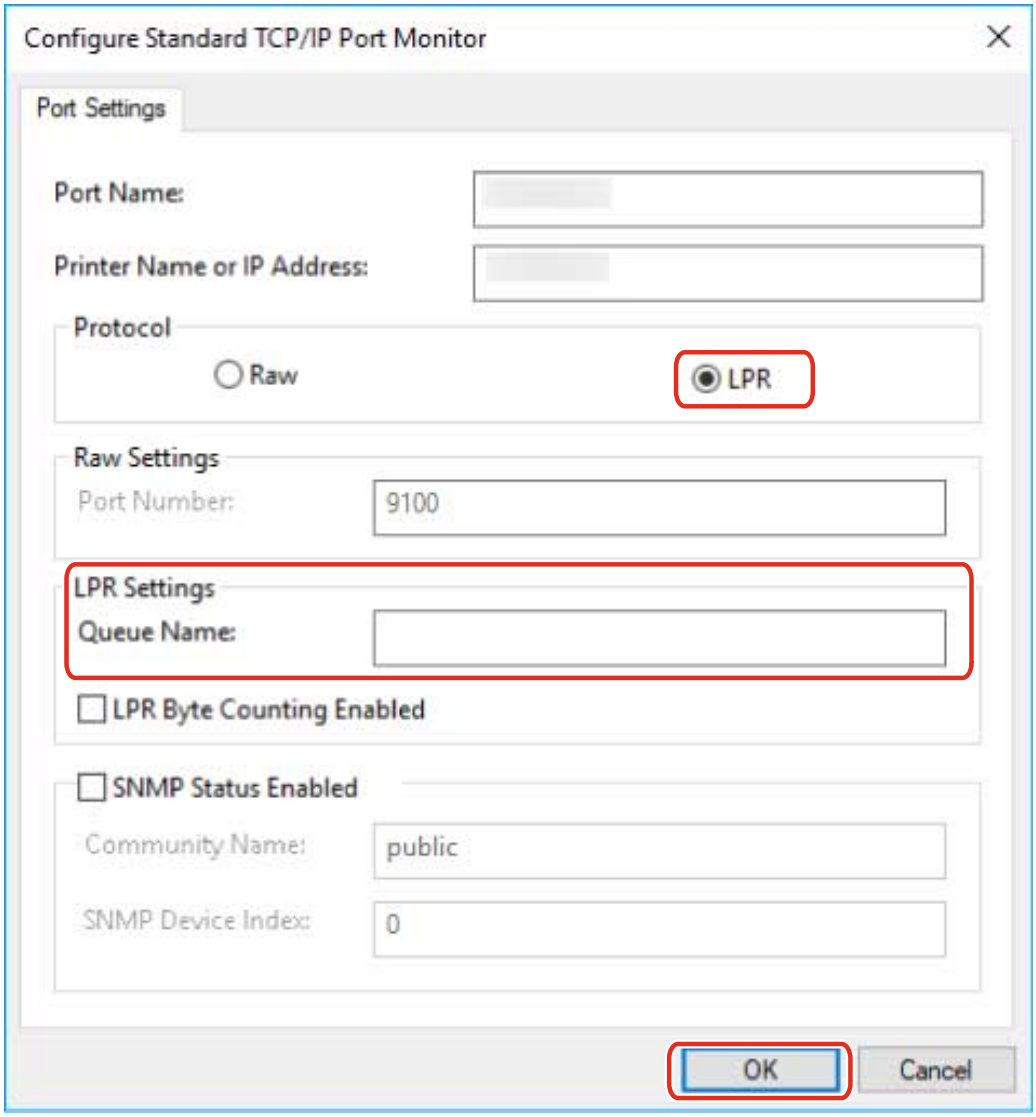
(1) Select [LPR] for [Protocol] → specify one of the print queues for [Queue Name] in [LPR Settings].

LP: Outputs according to the spool setting of the device. This is the setting that is normally used.

SPOOL: Always outputs after spooling to the hard disk, regardless of the device settings.

DIRECT: Always outputs without spooling to the hard disk, regardless of the device settings.

(2) Click [OK].



When using Raw:

(1) Select [Raw] for [Protocol] → click [OK].

9 Click [Close].

Using a Shared Device

This explains the setting procedure for sharing a device with computers on the same network.

You can set a computer connected to a device as a print server, and set computers on the same network as clients.

Configuring Share Print Server Settings(P. 63)
Setting up Clients of a Shared Device(P. 64)

Configuring Share Print Server Settings

This explains the procedure for setting a computer connected to a device as a print server. To use it as a print server, install Canon Driver Information Assist Service and configure the fax share settings.

Also, when computers on the same network as the print server (clients) are connected to the print server, you can set them to automatically download an alternate driver from the print server. An alternate driver is a driver that enables clients with different operating systems to the print server to use the shared device.

Prerequisites

- When starting the computer, log on as a user with administrator privileges.

Procedures

1 Start the installer → proceed according to the instructions on the screen.

2 Select [Standard] or [Custom] → click [Next].

3 Select [Canon Driver Information Assist Service] → click [Next].

4 Select [Set Fax Information] in the [Select Faxes to Install] screen → click [Next].

5 Select [Use as Shared Fax] → change [Shared Name] if necessary → click [Next].

[Drivers to Add]: Click this if you want to set the driver to be able to download alternate drivers to clients.

6 Follow the instructions on the screen → click [Restart] or [Exit].

Related Topics

- **Selecting [Standard] to Install(P. 30)**
- **Selecting [Custom] to Install(P. 36)**
- **Setting up Clients of a Shared Device(P. 64)**

Setting up Clients of a Shared Device

This explains the procedure for installing a driver that supports shared devices in order to set up, as clients, computers on the same network as the print server.

Prerequisites

- **Configuring Share Print Server Settings(P. 63)**

  If the types of operating systems on the print server and clients differ, install the drivers for operating systems supported by the clients on the print server.
- When starting the computer, log on as a user with administrator privileges.

NOTE

- Match the driver language with the print server and the client.

Procedures

1 **Display [Network] in Windows Explorer.**

2 **Select and double-click the computer (print server) you have set for print sharing.**

3 **Double-click the icon of the device for installation.**

4 **Click [Yes] in the displayed message.**

5 **Set according to the instructions in the wizard.**

6 **Restart the computer after installation is complete.**

NOTE

- Make sure that the drivers installed in the clients are always in the newest state to match updates to the driver installed in the print server. If the driver version in the clients is older than that in the print server, the server driver settings will not be reflected in the clients.

Related Topics

- **Updating the Driver(P. 51)**

Automatically Setting the Device Information Retrieval Function

This explains the procedure for installing Canon Driver Information Assist Service for automatically setting the device information retrieval function. To enable use of the device information retrieval function after the driver has been installed, follow this procedure.

Prerequisites

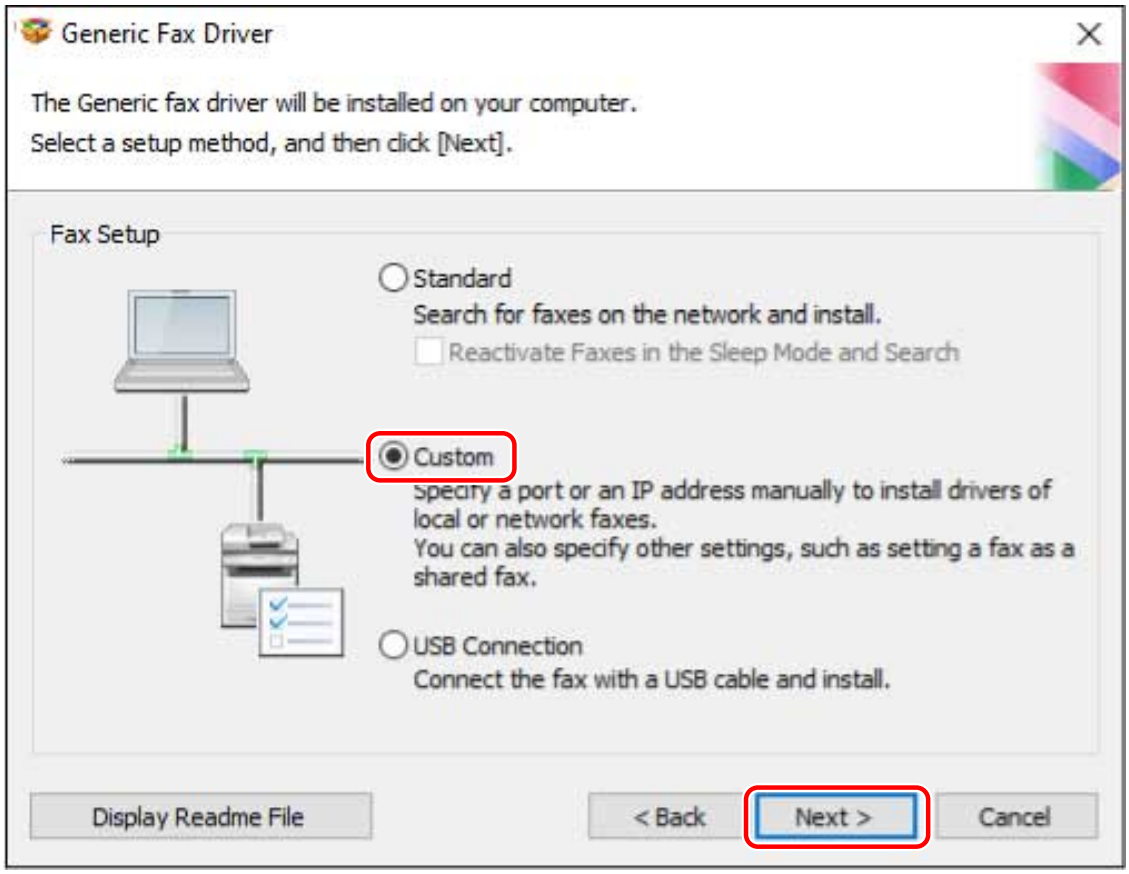
- **About Installation(P. 15)**

  Whether you need to install the Canon Driver Information Assist Service and what should be installed in order to use the device information retrieval function differs depending on type of printer queue, connection method of the device, and server environment. Install the Canon Driver Information Assist Service after verifying the environment of the device you are using.
- **System and Service Requirements(P. 16)**
- Driver Installation
- When starting the computer, log on as a user with administrator privileges.

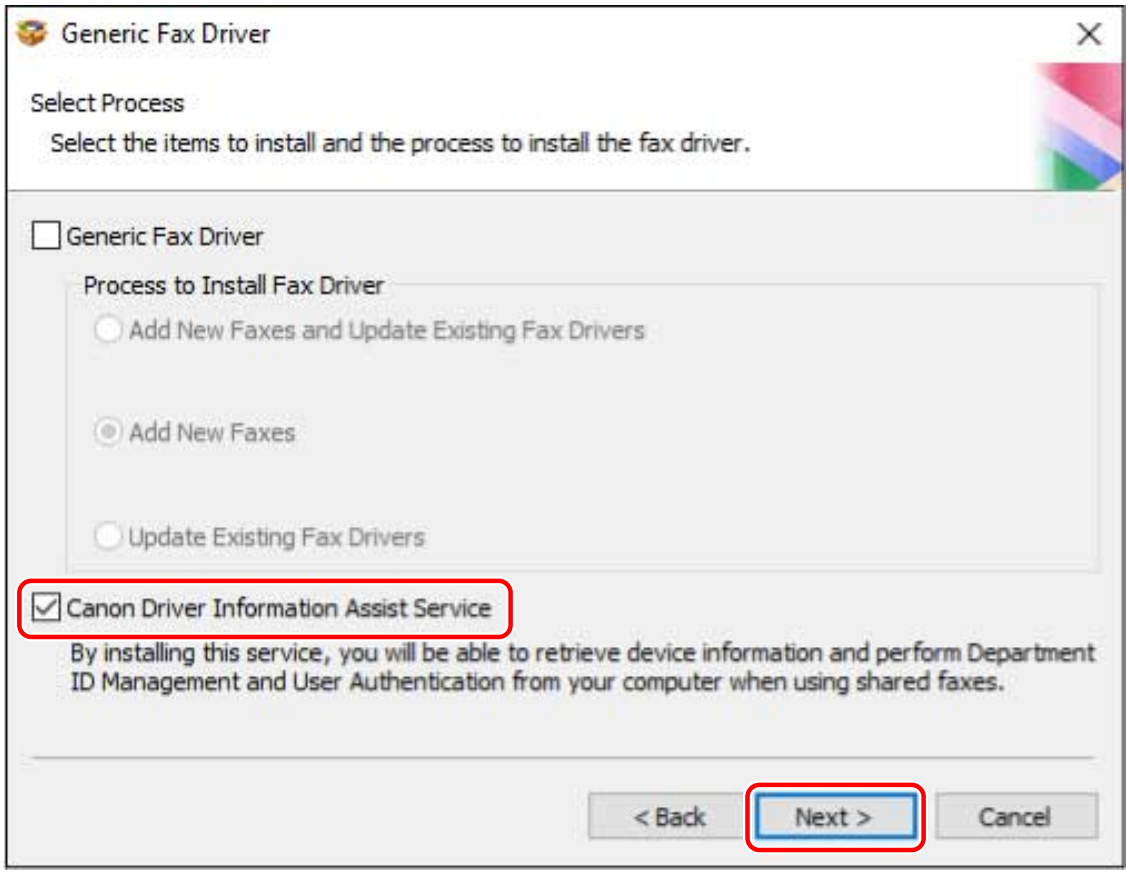
Procedures

1 Start the installer → proceed according to the instructions on the screen.

2 Select [Custom] → click [Next].



3 Cancel driver selection → select [Canon Driver Information Assist Service] → click [Next].



Proceed with the installation according to the instructions on the screen.

4 **Click [Restart] (or [Exit]).**

Related Topics

Selecting [Custom] to Install(P. 36)

Fax Sending

Fax Sending 69
Setting Device Information 70
Sending a Fax from a Computer 72
How to Refer to the Help 76

Fax Sending

This explains the preparations before sending a fax, the actual faxing procedure, and how to refer to the help.

Setting Device Information(P. 70)
Sending a Fax from a Computer(P. 72)
How to Refer to the Help(P. 76)

Setting Device Information

In the following cases, it is necessary to set the options of the device according to this procedure.

- The device information was not retrieved during installation.
- The device function and options are not set correctly in the [Device Settings] sheet.
- An option has been added to the device.
- The fax transmission settings of the device have been changed.

Prerequisites

- Driver Installation
- Settings at the device
  - If the device is connected via a WSD port, [Use WSD Browsing] is already enabled.
  - If the device is connected by specifying a standard TCP/IP port, [Retrieve Printer Mngt. Information from Host] is already enabled.

  For details, refer to the manual of the device.
- When starting the computer, log on as a user with administrator privileges.

Procedures

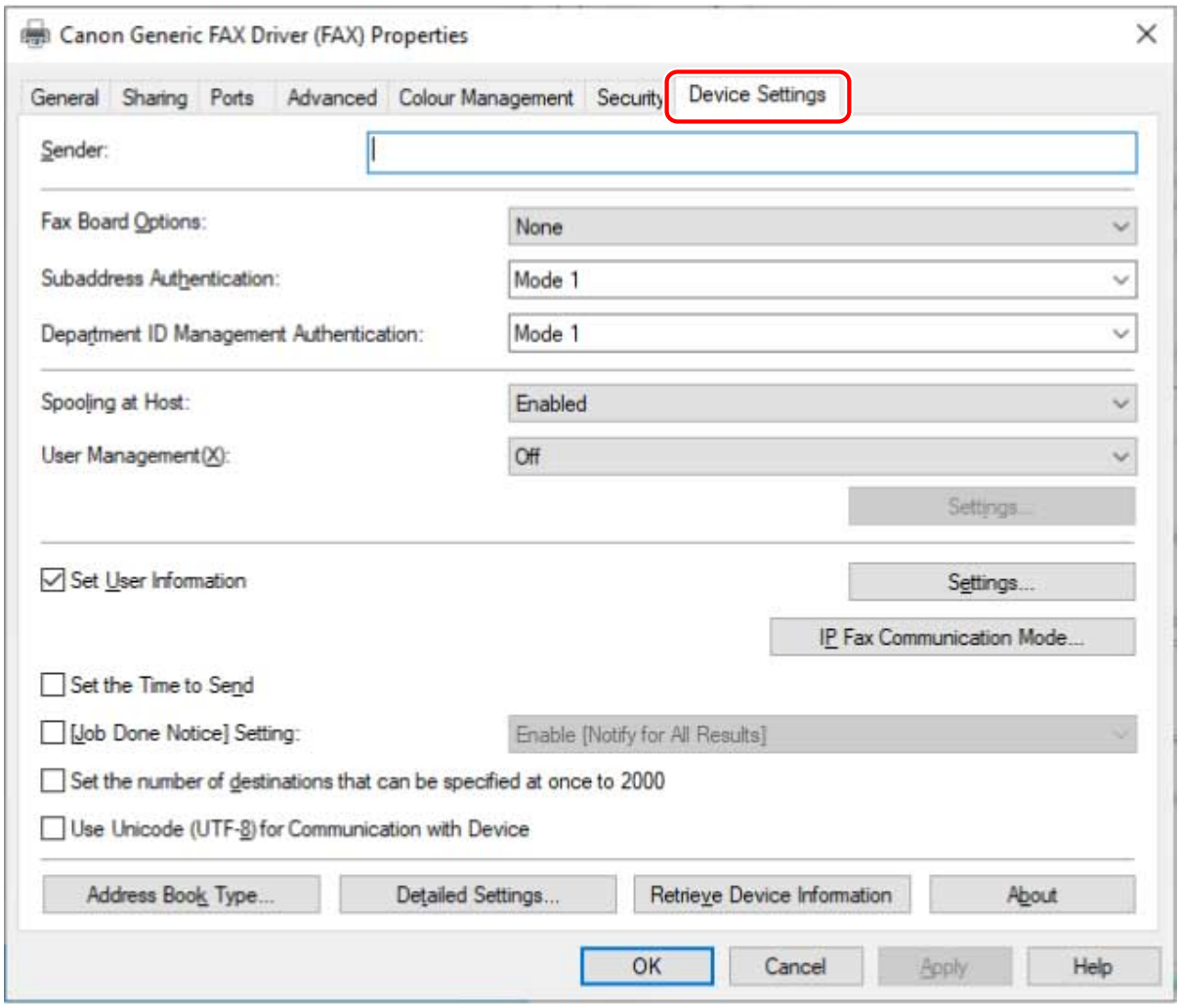
1 Display the printer properties screen.

(1) Display [Bluetooth & devices] (or [Devices]) from [Settings] in the Start menu.

(2) In [Printers & scanners], display the management screen for the device to set.
To display the management screen, click the device or click [Manage] for the corresponding device.

(3) Click [Printer properties] for the device to set.

2 Display the [Device Settings] sheet.



3 Click [Retrieve Device Information].

4 If the message "Do you want to retrieve the device information?" is displayed, click [Yes].

If the information has been retrieved, confirm the automatically set option configuration.

If the information is not retrieved, set the option configuration manually. Select the options attached to the device.

5 Click [Detailed Settings] → set as required.

The items in [Detailed Settings] are not set automatically. If necessary, set them manually.

6 In the [Device Settings] sheet, click [OK] or [Apply].

Related Topics

Automatically Setting the Device Information Retrieval Function(P. 65)

Sending a Fax from a Computer

This explains the basic procedure for fax transmission from a computer of documents created in an application.

Also, refer to the help regarding items in the settings screen of the driver.

NOTE

- When using a device connected via a WSD port, enable [Use WSD] at the device.

Prerequisites

- **Setting Device Information(P. 70)**
  If you cannot retrieve the device information, you need to manually set the options installed in the device.

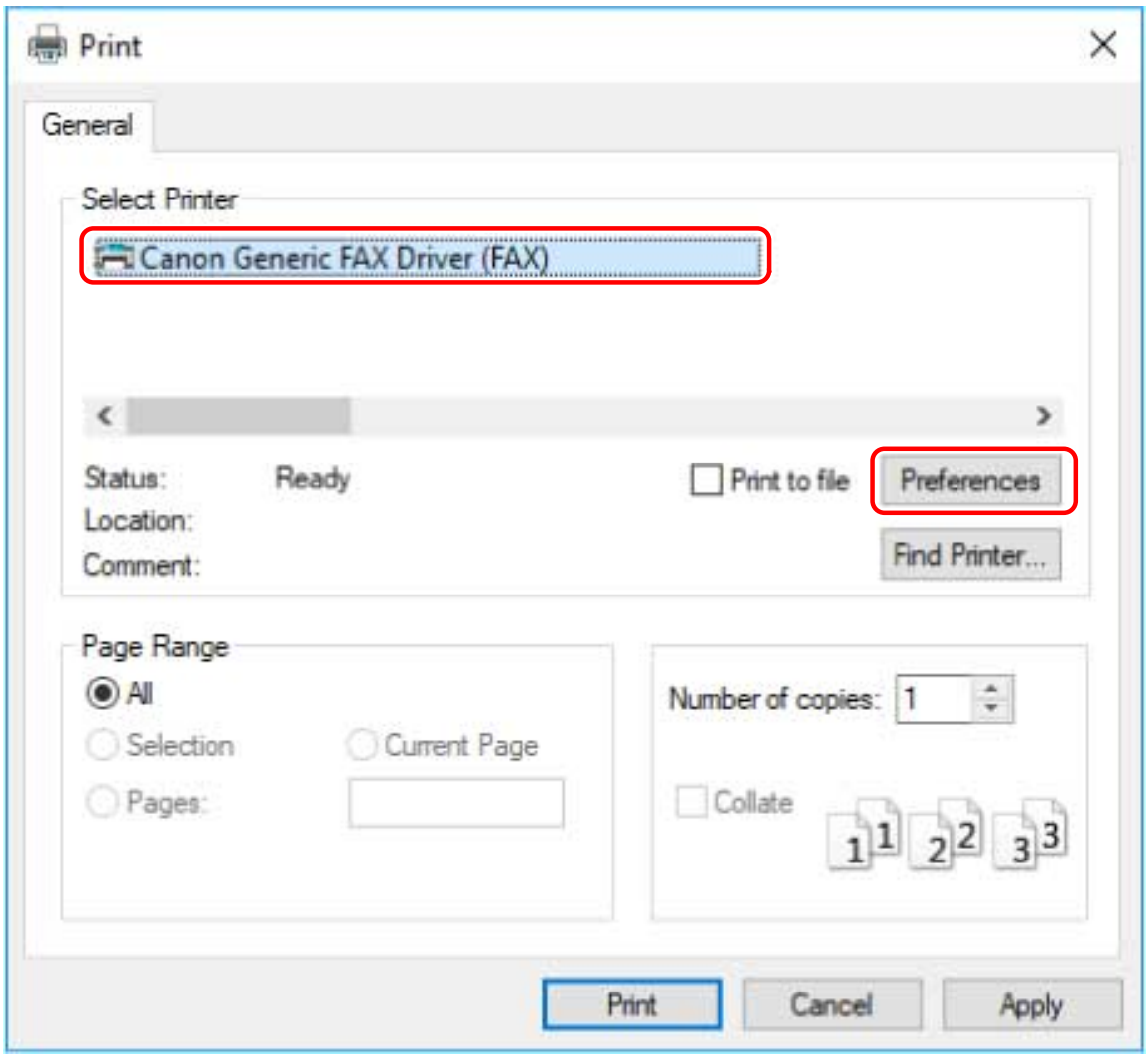
Procedures

1 Open a document in the application → display the print screen.

2 Select the device you are using → click [Preferences].

Depending on the application, [Preferences] may be called "Printer properties" or "Properties."

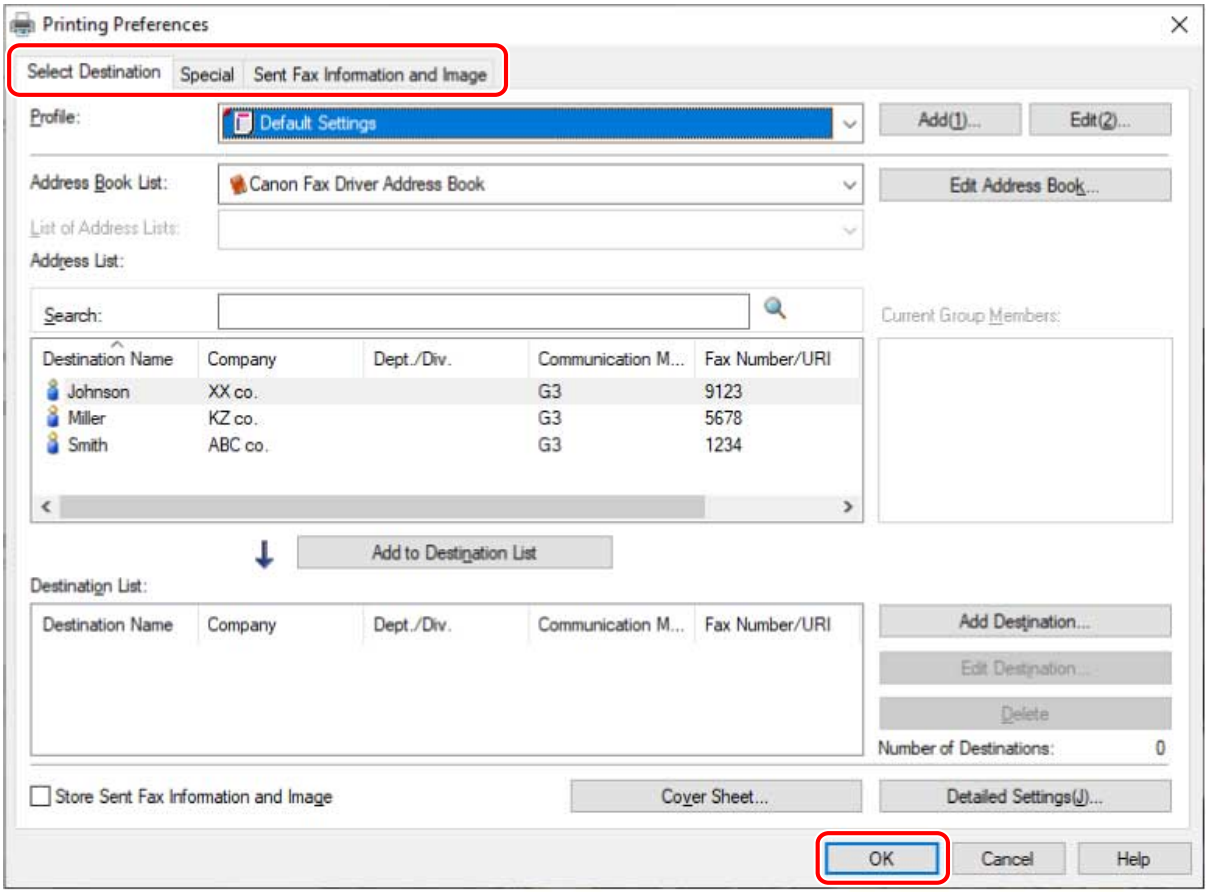
If you do not need detailed fax transmission settings, click [Print] or [OK] and proceed to step **5.(P. 74)**



3 Set the necessary items in the print settings screen of the driver → click [OK].

If necessary, switch sheets and configure other settings.

[Select Destination] sheet > [Store Sent Fax Information and Image], [Cover Sheet] and [Detailed Settings] can also be set when sending a fax in step **5.(P. 74)**



4 Click [Print] or [OK] in the print screen of the application.

5 Specify a destination from the displayed [Fax Sending Settings] screen.

When specifying a destination from the address book

(1) Display the [Select Destination] sheet.

(2) Select the address book from [Address Book List].
When the sub address books are displayed in [List of Address Lists], select the target sub address book.

(3) Select a destination → click [Add to Destination List].

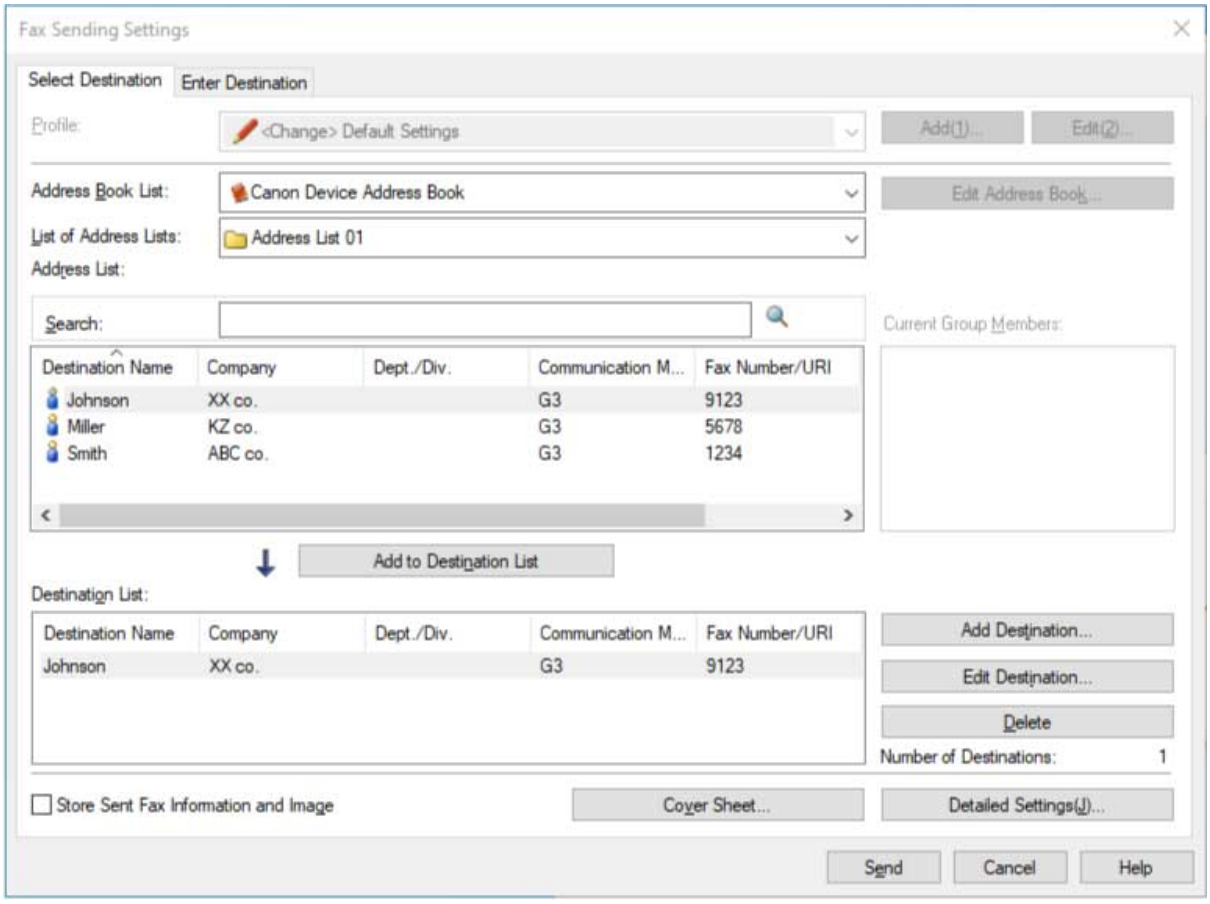
When entering a destination directly

(1) Display the [Enter Destination] sheet.

(2) Select the communication mode to use from [Communication Mode].

(3) Select [Fax Number/URI] → specify [Fax Number] or [URI].

If necessary, set other items.



6 In the [Fax Sending Settings] screen, click [Send].

When the confirmation dialog box is displayed, confirm the destination name and destination fax number, and click [OK].

NOTE

- To cancel sending, click [Cancel] on the [Fax Sending Settings] screen.

  With some applications, an error message may be displayed even if sending is canceled successfully. In this case, click [OK].

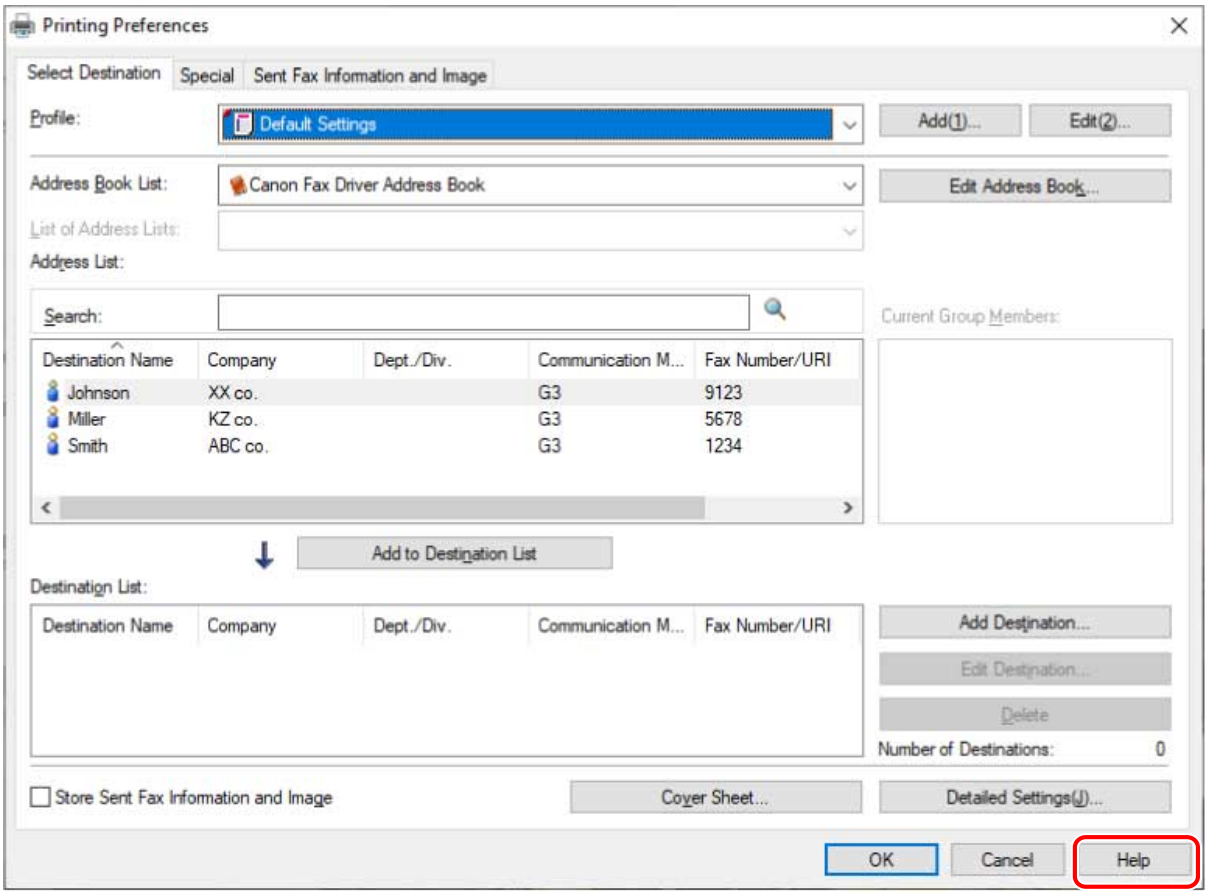
Related Topics

How to Refer to the Help(P. 76)

How to Refer to the Help

For details about how to use the driver and each of the functions, refer to the help.

The help is displayed by clicking [Help] in the driver screen.



Troubleshooting

Troubleshooting 78

Cannot discover a device connected via a WSD port 79

Troubleshooting

This explains solutions to common problems.

Cannot discover a device connected via a WSD port(P. 79)

Cannot discover a device connected via a WSD port

This explains what to do if the device is not displayed in the [Fax List] of the installer even if it is connected and discovered via a WSD port, when installing with a network connection.

A number of causes can be considered. Change the settings as required while referring to each "Remedy."

Cause 1.

The device settings are incorrect.

Remedy

Check whether the following have been set at the device. If they have not been set, change the settings or install the appropriate driver.

- The settings for both [Use WSD] and [Multicast Discovery Settings] are enabled.
- [PDL Selection (Plug and Play)] and the page description language of the driver match.

  For details about the setting method for the page description language (plug and play) function of the device, refer to the manual of the device.

Cause 2.

The network settings of the operating system are incorrect.

Remedy

Check whether the necessary settings have been configured in the network settings of the operating system. If they have not been set, change the settings.

(1) Display [Settings] > [Network & internet].

(2) Click [Properties] (or [Change connection properties]).

If you cannot find [Properties] (or [Change connection properties]), click the name of the connected network in [Show available networks] to display the screen for selecting the network profile.

(3) Select a private network for the network profile.

If the above method cannot be used, follow the procedure below. The screen for selecting the network profile may not be displayed, depending on your environment.

In Windows Server 2016

Display [Settings] > [Network & Internet] → click an icon displayed in the connection method to the current network → enable [Make this PC discoverable].

Cause 3.

The device is not displayed in the discovery results because the driver corresponding to the discovered device is already installed.

Remedy

If you want to install a driver by discovering a device, uninstall the driver first, then discover it again.

Related Topics

- **Selecting [Standard] to Install(P. 30)**
- **Installing Using a WSD Port(P. 49)**

Uninstalling the Driver(P. 54)

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