Using a PC to Print to Geology Department's New SHARP MX-4101n

Downloading and installing drivers

1. SHARP provides a "universal" driver and setup program for the MX-4101n which is supposed to work with all Window OSs. We have verified it will work with Windows XP and Windows 7 and assume it will work with Vista. If you're lucky enough to own a Windows 8 machine, however, all bets are off. The drivers should be available from SHARP's driver download site but, as of this writing, that site was down so we have made drivers for 32-bit and 64-bit windows available <u>here</u> (Figure 1).



Figure 1. Local download site for Windows "universal" driver installation and setup program.

2. Double click downloaded file to execute (you'll receive the standard warning about running programs downloaded from the Internet). Select the location to store the driver files or use the default location (Figure 2).

SHARP - InstallShield Wizard				x
Location to Save Files Where would you like to save your files?				
Please enter the folder where you want the exist, it will be created for you. To contin	nese files save nue, dick Next.	d. If the folde	r does not	
Save files in folder:				_
C:\Drivers\MX_C28_PCL6_PS_1303a_En	glishUS_64bit			
			Change	
	< Back	Next >	Car	ncel



3. After a bit, the install program will start. Click the <u>Custom installation</u> button (Figure 3)



Figure 3 Click Custom installation.

4. Specify <u>LPR Direct Print (specify address)</u> at the next prompt (Figure 4).



Figure 4. Select LPR Direct Print (specify address).

5. Type the IP address of the SHARP MX-4101n into the box provided (Figure 5).



Figure 5. Enter the printer IP address (10.44.7.251)

6. Select MX-4101N from the list of printers (Figure 6).



Figure 6. Select MX-4101N from the list of SHARP printers.

7. As of this writing, the printer does not have PostScript capabilities but we will be getting them soon for the maccers. In any case, PCL6 is the native graphics language of the printer so it is probably the better option even when we have PS available (Figure 7).



Figure 7. Select PCL6 as the driver type.

8. If you want this to be your default printer, you may specify that (Figure 8).



Figure 8. If you want the MX-4101n to be your default printer, you may so specify.

9. You may specify the name you wish to use for the printer or use the default(Figure 9).

SHARP MX/DX Series Printer Dri	ver You can type a name for this MFP, or you can use the name supplied below. Name: SHARP MX-4101N PCLS
Insultivel	<back [next2]="" cancel<="" td=""></back>

Figure 9. Default name for the printer; you may change it if you wish.

10. Press next and wait a minute or so for installation to complete (Figure 10).



Figure 10. Press <u>next</u> and wait.

11. Congratulations! (Figure 11).

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Setting up the printer

- Do the usual: press <u>start</u>, select <u>Devices and Printers</u>, right-click on the SHARP MX-4101n, and pull-down to <u>printer properties</u> (NOTE: not <u>properties</u>).
- 2. In the resulting dialog box, click the <u>*Preferences...*</u> button (Figure 12)

SHARP MX-4101N PCL6 Properties		×
General Sharing Ports Advanced Colo	or Management Security	Configuration
SHARP MX-4101N PCL6		
Location:		
Comment:		
Model: SHARP MX-4101N PCL6 Features		
Color: Yes	Paper available:	
Double-sided: Yes Staple: No Sneed: 41 nnm	Custom Paper	•
Maximum resolution: 1200 dpi		-
Prefere	Print	Test Page
	OK Cancel	Apply Help

Figure 12. Click the <u>Preferences...</u> button.

3. In the resulting dialog box, click the <u>Job Handling</u> tab (Figure 13)

SHARP MX-4101N PCL6 Pr	inting Preferences	×
Main Paper Advanced S	Special Modes Job Handling Wate	ermarks Color
User Settings: F	actory Defaults	Save Defaults
	Copies:	Finishing Binding Edge: Left Staple: None Punch No Offset Margin Shift: None Settings Image Orientation © Portrat Landscape Rotate 180 degrees Black and White Print
	OK Cance	el Apply Help

Figure 13. Select the Job Handling tab.

4. Fill in the and select the options <u>as shown</u> in Figure 14. Put in your access code number in the User Number box then click the <u>Stored to...</u> button.

🖶 Shai	RP MX-4101N PCL6 F	Printing Prefere	nces			X
Main	Paper Advanced	Special Modes	Job Handling	Watermark	s Color	
	User Settings:	Untitled	•	Save		Defaults
		Retention Retention Retention Hold Only Hold After Sample P P Password Document Fi	ettings , Print , , , , , , , , , , , , , , , , , , ,		User Auther Login Na Passwon	ntication me
		Quick File Main Fold Custom Fi Sto Notify Job	e older ored to o End Control Review		Default Job	ID ne e
			ок	Cancel	Apply	Help

Figure 14. Fill in exactly as shown and type your access number into the <u>User Number</u> box.

 Select the folder that has been setup for you and enter your access code number as the *Folder Password* then click <u>OK</u> (Figure 15).



Figure 15. Select your folder and enter your access code as the *Folder Password*.

6. Select the <u>Color</u> tab (Figure 16).

SHARP MX-4101N PCL6	Printing Preferences	×
Main Paper Advanced	Special Modes Job Handling Wa	atermarks Color
User Settings:	Untitled •	Save Defaults
	Retention Retention Settings Hold Arter Print Password Document Filing Settings Ouck File Main Folder Stored to Notfy Job End Auto Job Control Review	User Authentication Login Name Password User Number User Number User Name Job Name
	OK Can	cel Apply Help

Figure 16. Select the Color tab.

 Specify Black and White (). NOTE: PLEASE MAKE BLACK AND WHITE THE DEFAULT MODE; YOU CAN CHANGE IT WHEN NECESSARY FOR SPECIFIC (RARE) JOBS.



Figure 17. Use Black and White as the default mode.

Printing your job at the printer

1. As with the Ricoh, print jobs are only released and printed by the user when they are at the printer (failure to do so will result in loss of printing privileges). The printer has a display and numeric key pad (Figure 18).



Figure 18. Printer display and key pad.

 Enter your numeric access code using the number pad and press <u>OK</u> (Figure 19). NOTE: Don't press <u>Admin Login</u>!



Figure 19. Enter your access code with the number pad and press <u>OK</u> (NOT <u>Admin Login</u>)

3. Press the <u>DOCUMENT FILING</u> button on the screen then press the <u>File</u> <u>Retrieve</u> tab. Finally press the <u>Folder Select</u> button (Figure 20)

COPY	IMAGE SEND	DOCUMENT FILINC		
Ø				
File Retrieve	Scan to HDD	HDD Status Ex	Data Access	
Main Folder			Search	Folder Select
File Name		User Name	Date	
Switch Display	All File	es	M	ulti-File Print

Figure 20. Press DOCUMENT FILING button

4. Select your folder from the list (Figure 21) and enter your access code.

COPY	IMAGE SEND	DOCUMENT	
Ø			
File Retrieve	Scan to HDD	HDD Status Ex Data Access	
Folder Select		My Folder	Search
Main Folder		Quick File Folder	
Miller Josh		🙆 Miranda Carmen	5
🙆 Mosher Stella	-	🙆 Motz Gary	
🙆 Murar Madhav		🙆 Nash David	
🙆 Owen Lewis		Phillips Timothy	
🙆 Pierce Natashi.	a	🙆 Piestrzen Adam	
All Folders	ABCD EFGHI	JKLMN OPQRST UVWXYZ	

Figure 21. Is Carmen Miranda really in the Geology Department?

5. Select the file you wish to print (Figure 22)

COPY	DOCUMENT FILING
Ø	
File Retrieve Scan to HDD H	IDD Status Ex Data Access
Nash David	Search Folder Select
File Name	User Name Date 🔻
Microsoft Word - Document1	nashdb 10/24/2013 1
	•
Switch Display 😰 All Files	Multi-File Print

Figure 22. Select the file you wish to print

 The print dialog page is pretty straight forward. Paper Select is used to specify the paper tray (including bypass), Output can be used to specify stapling or type of grouping, and 2-Sided may be used to duplex. Press the "Print and Delete the Data" button unless you want to save the job (Figure 23). All files will be deleted after a week.



Figure 23. Print Dialog window.

COPY	IMAGE SEND	COCUMENT FILING	
()			
Output			ОК
Offset	B		
Sor	t ,	E	
Star Sor	ole t		
Gro	up		

Figure 24. Output options dialog window.

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Figure 25. Paper selection dialog.

COPY	IMAGE SEND	FILING			
Image Check					+ Back
Microsoft Word	d - Document1	nashdb	8 1/2x11	Auto	
	-				Display Rotation
		0001 / 0001			Detail

Figure 26. You can even view your print job before you print it (spare a tree... unless you're a Mainer).