Self-Service Printing Configuration for Windows 7/8/10 - Fuji Xerox

In Windows, the default settings of Pi Chiu – Self-Service Print Station 2 are: Black & White, Duplex and A4 size. Users can further change the settings.

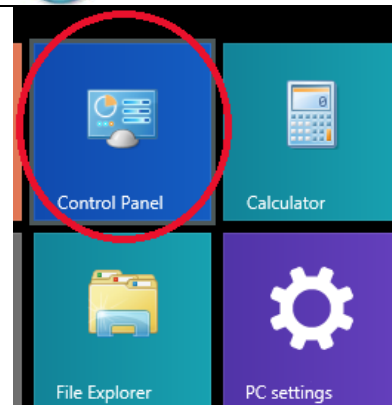|	
(Illustrated in 64-bit Windows and similar screens could be applied to 32-bit OS) **Suitable for:** • **printer Pi Chiu - Self-Service Print Station 2** • **printer WMYLC - Self-Service Print Station 1** • **printer WMYLC - Self-Service Print Station 2**	
Windows 7 **Start** at bottom right hand Select Control Panel → Hardware and Sound → Devices and Printers	
Windows 8 Open "Control Panel" and select "View devices and printers".	

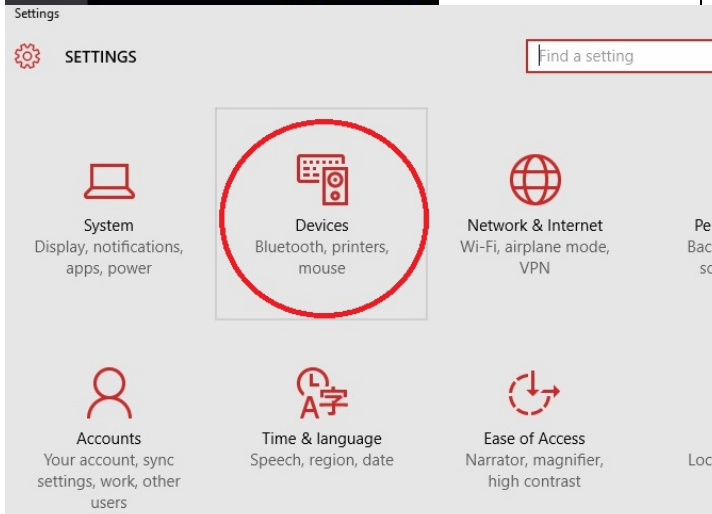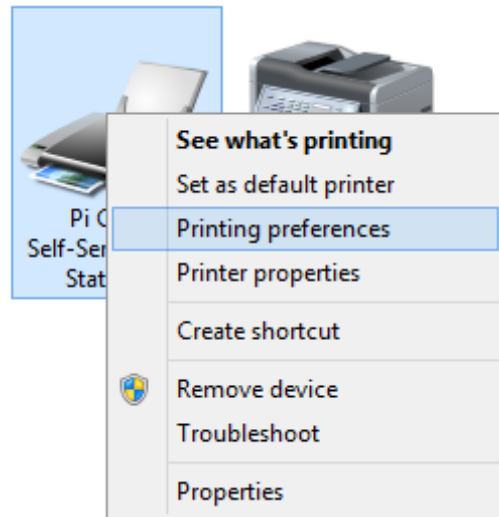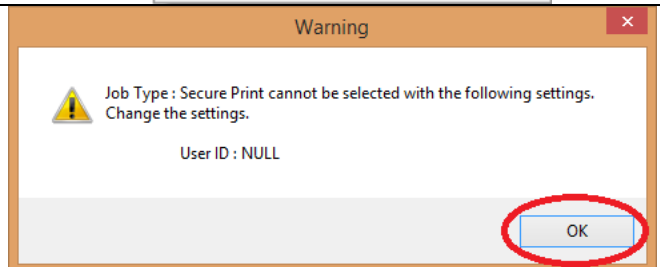|	Network and Internet View network status and tasks Choose homegroup and sharing options Hardware and Sound View devices and printers Add a device Adjust commonly used mobility settings Programs Uninstall a program
Windows 10 Open "**Settings**" and select "**Devices**".	

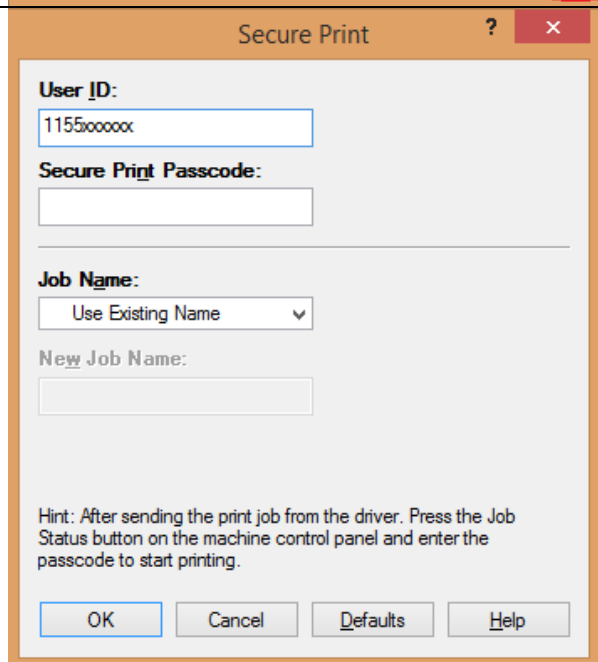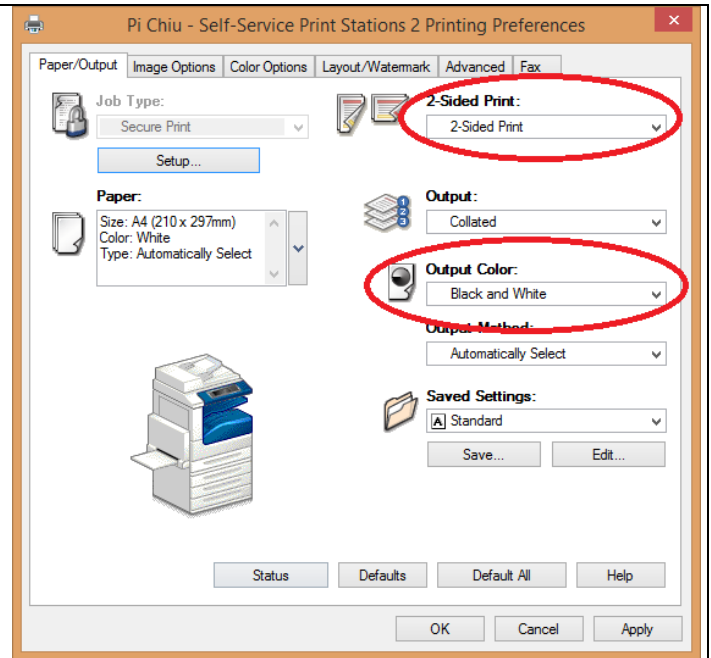|	
2/. Setup Printing Preferences for Fuji Xerox Right click the printer you would like to use: "**Pi Chiu – Self-Service Print Station 2**" "**WMY LC – Self-Service Print Station 1**" " **WMY LC – Self-Service Print Station 2**" Then select "**Printing Preferences**".	See what's printing Set as default printer Printing preferences Printer properties Create shortcut Remove device Troubleshoot Properties
1. A dialog box will pop up. Click "**OK**".	Warning Job Type : Secure Print cannot be selected with the following settings. Change the settings. User ID : NULL OK
2. Type your "**User ID**" and "**Secure Print Passcode**" (Only number is accepted).	Secure Print **User ID:** 1155xxxxxx **Secure Print Passcode:** **Job Name:** Use Existing Name New Job Name: Hint: After sending the print job from the driver. Press the Job Status button on the machine control panel and enter the passcode to start printing. OK Cancel Defaults Help

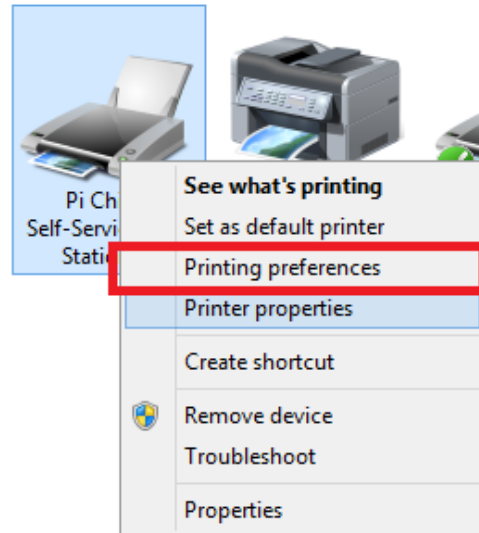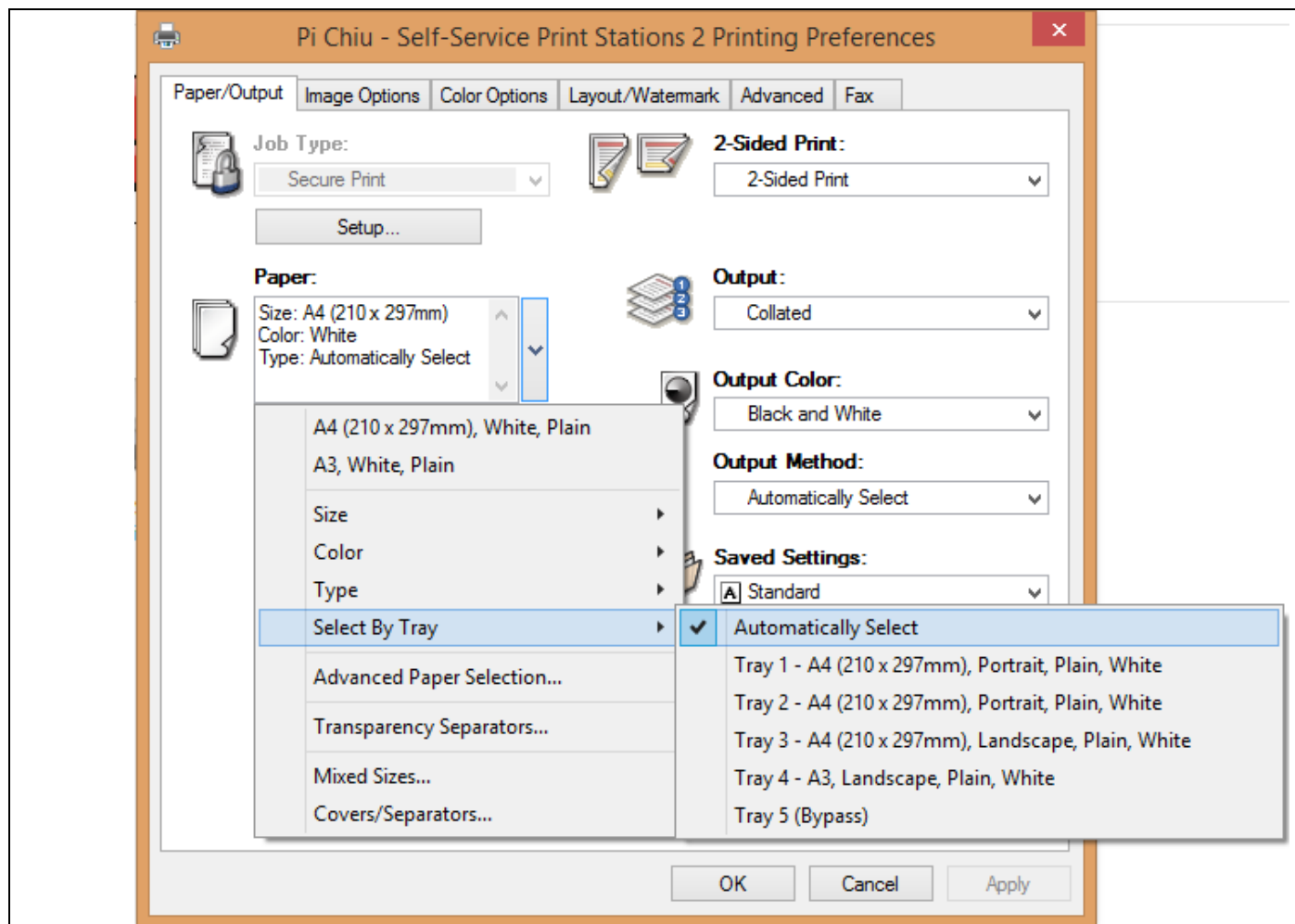|	
3. Follow the steps and change the settings. **Default Settings:** **2 Sided Print: 2 Sided Print** **Output Color: Black and White** Click "**OK**" if you have configured the printer settings.	
3/. Finish setting: You may view tray information under "**Printing Preferences**" now.	

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Last Update: December 2015

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