



AKADEMIKERHILFE

STUDENTENUNTERSTÜTZUNGSVEREIN

Manual for the installation and use of the printer and copy machine in Pfeilgasse 3a

The printer can be used by the dormitories:

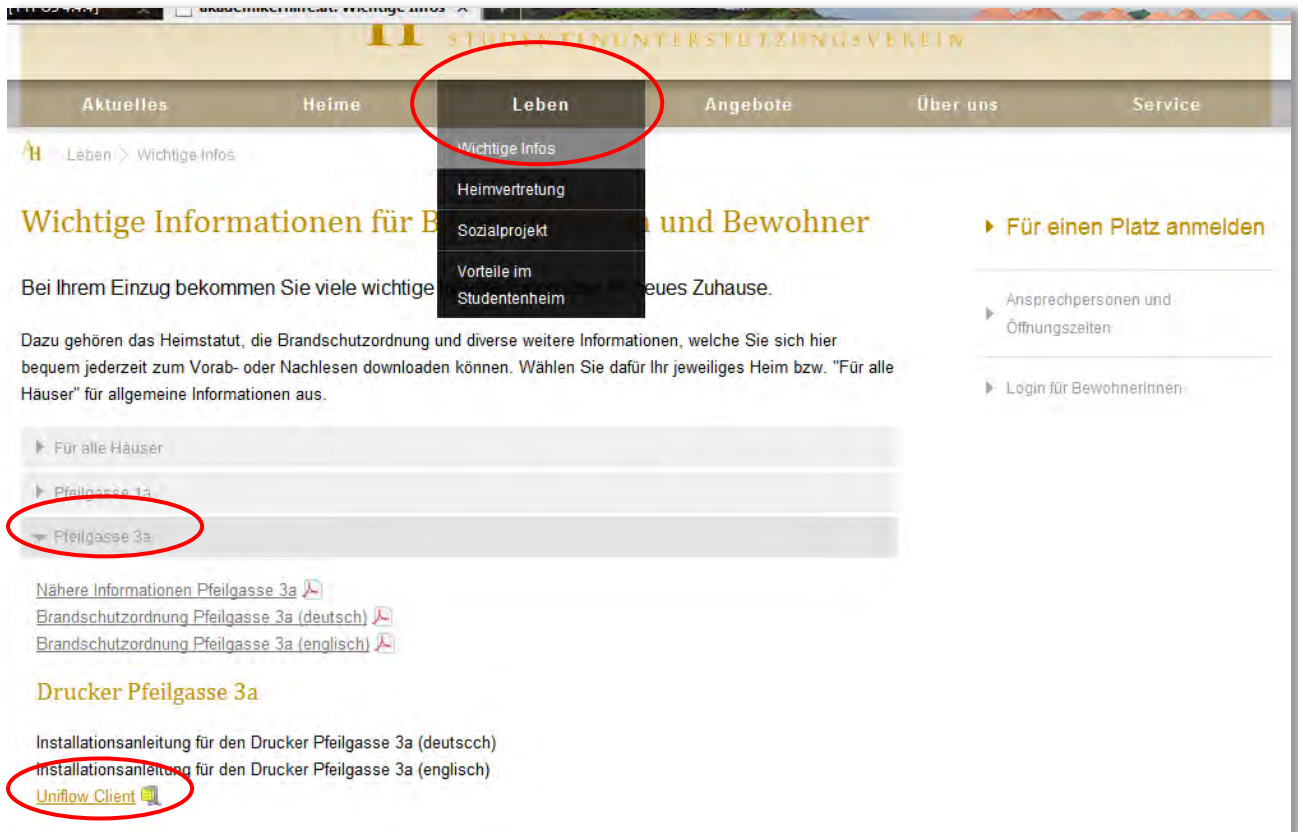
- **Pfeilgasse 1a**
- **Pfeilgasse 3a**
- **Pfeilgasse 4-6**

In order to be able to use the printer the following steps have to be completed:

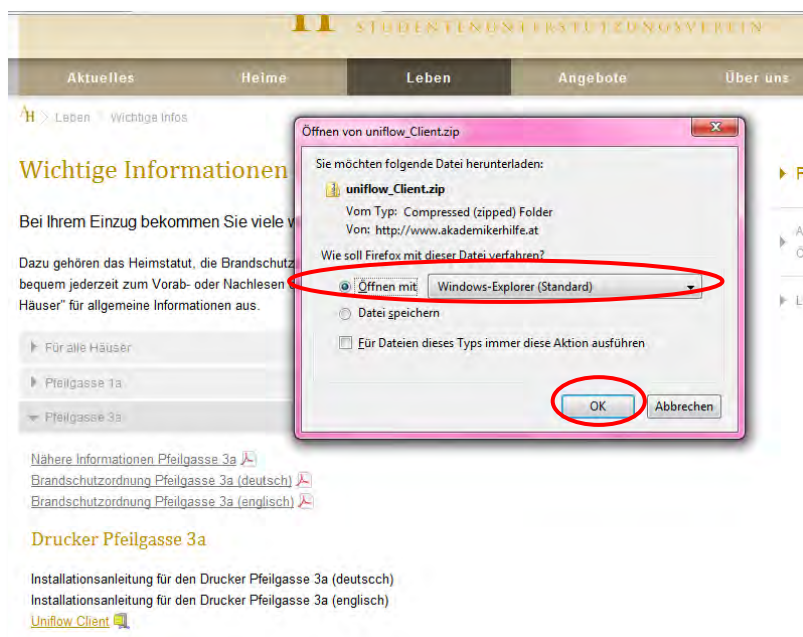
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A. Installation of the uniflow client

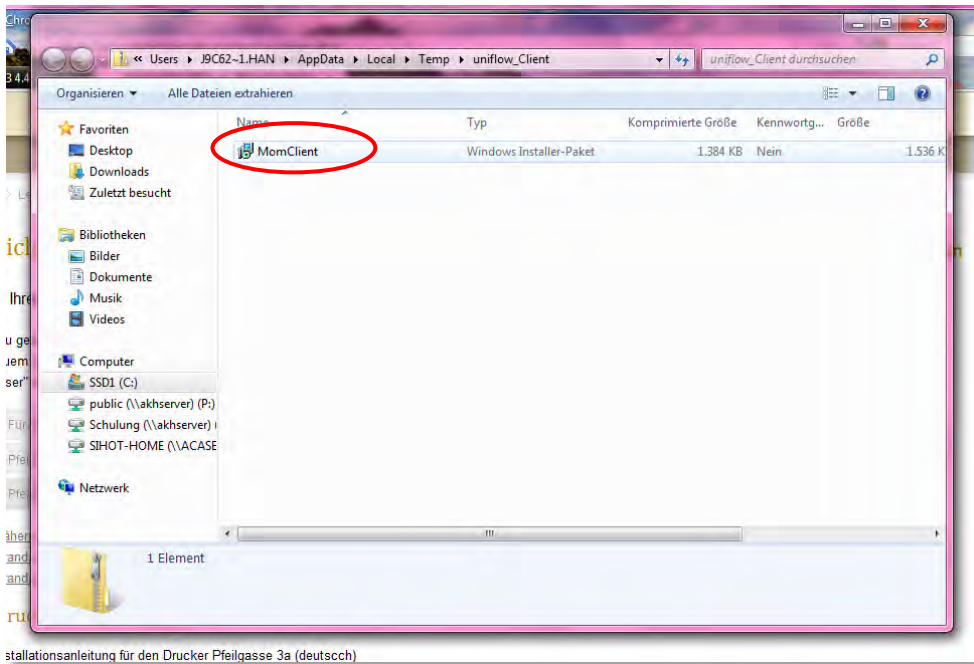
1. Go to the website www.akademikerhilfe.at and choose „Leben“ and „Wichtige Infos“. You will now see a list of all dormitories. Click on „Pfeilgasse 3a“ and then on „Uniflow Client“ in order to install the uniflow client.



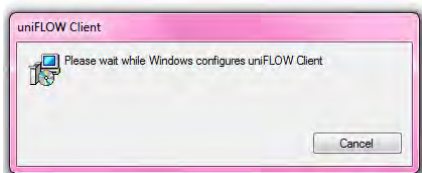
2. Next you need to unpack the Zip-File „Uniflow Client“. Click „Open with: Windows Explorer (Standard)“ and „OK“.



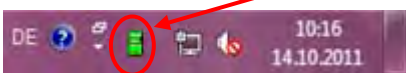
- The file will be shown in the explorer. Double-click on “MomClient” to start the installation.



- Windows might ask you now if you allow changes on your computer. Click “Yes” or “OK”.
- The UniFlowClient will be installed on you computer automatically. During the installation process you see the following window.




The installation is finished as soon as the window closes. After the installation you find a green symbol in the systray on the right side of the taskbar.

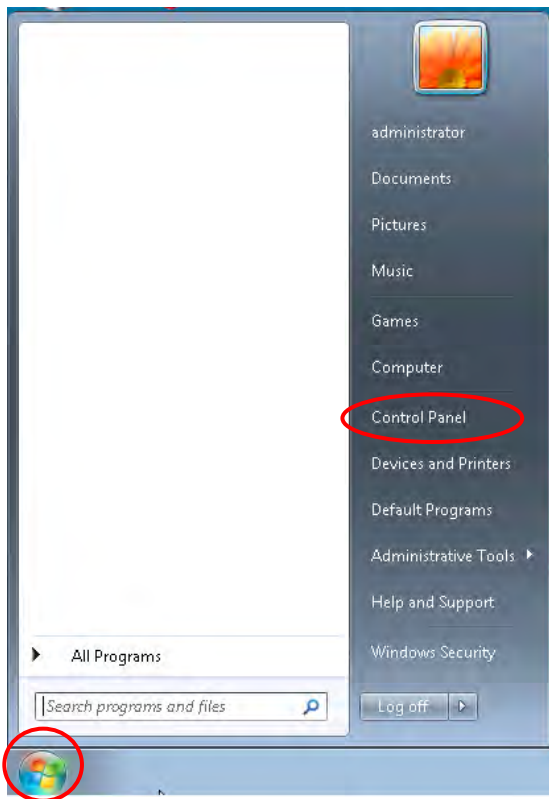


Please prepare your operating system now.

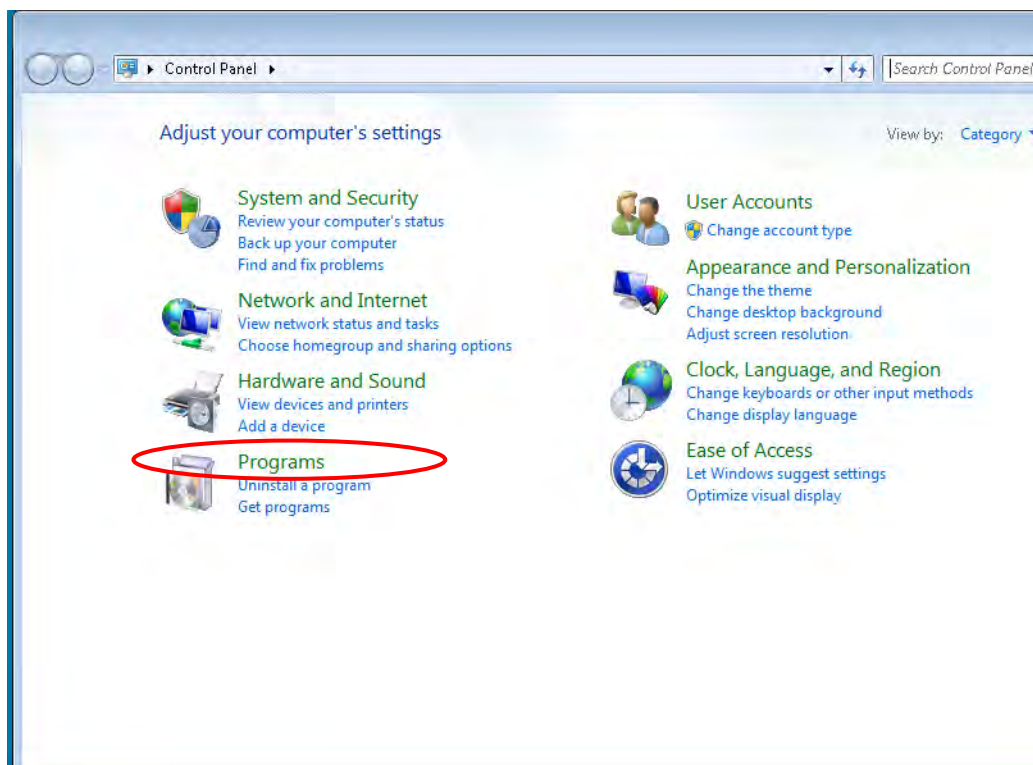
B. Preparation of the operating system

To be able to use the printer you need to install a LPR-port in the windows components.

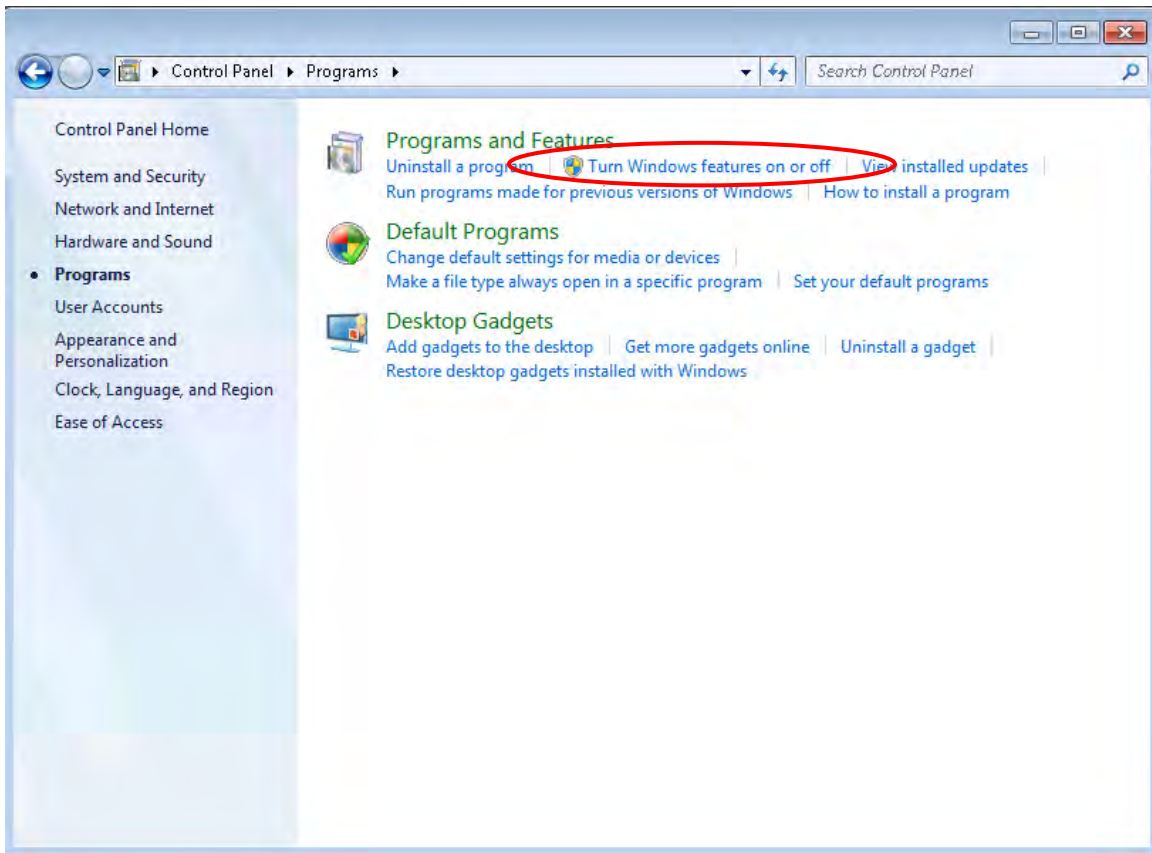
1. Go to Start  and choose „Control panel“.



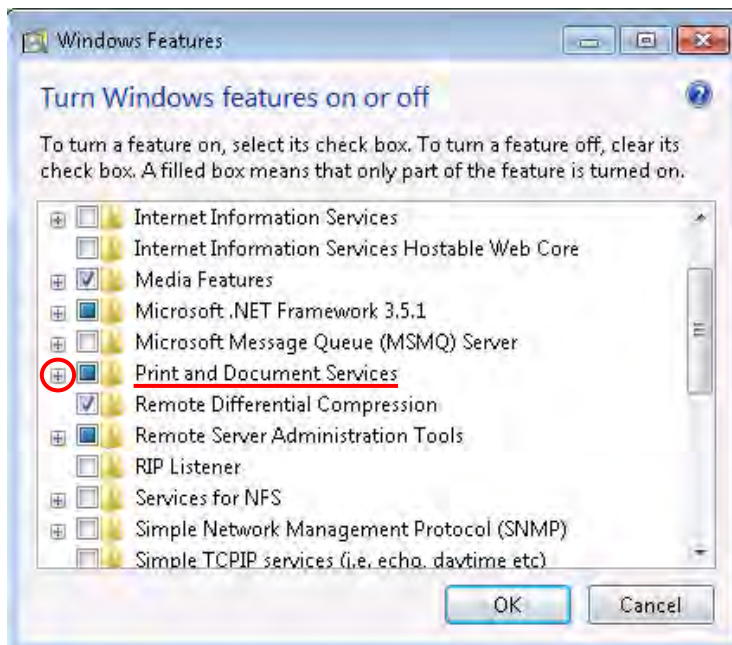
1. Now open „Programs“.



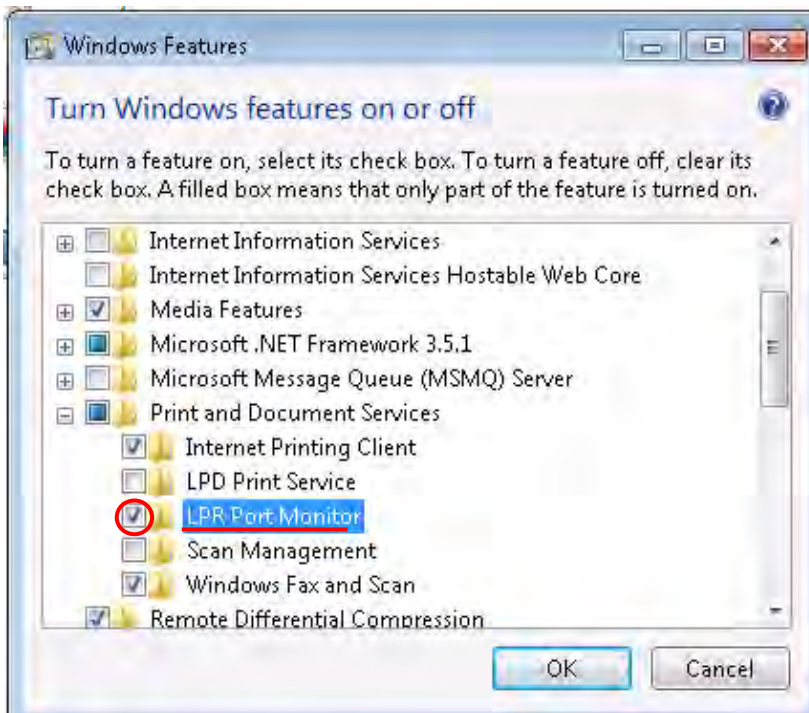
2. Choose „Turn Windows features on or off“ under point “Programs and Features”.



3. Open the „Print and Document Services“ by clicking on the „+“.



4. Activate the check box next to „LPR port monitor“.



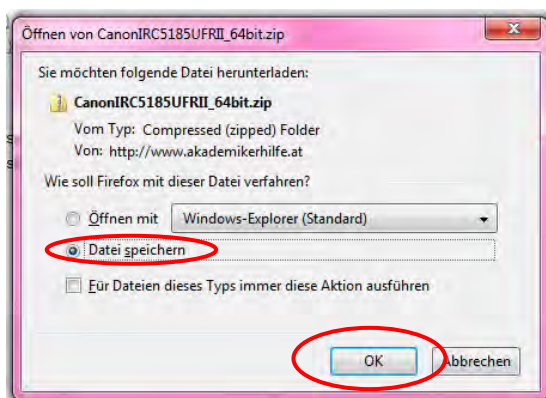
You successfully prepared your operating system now. Please continue by installing the printer driver now.


C. Installation of the printer driver

1. Go to the website www.akademikerhilfe.at and choose „Leben“ and „Wichtige Infos“. You will now see a list of all dormitories. Click on „Pfeilgasse 3a“ and then on „Druckertreiber 32bit“ or „Druckertreiber 64bit“ (depending on the system of your computer¹) in order to download the printer driver.

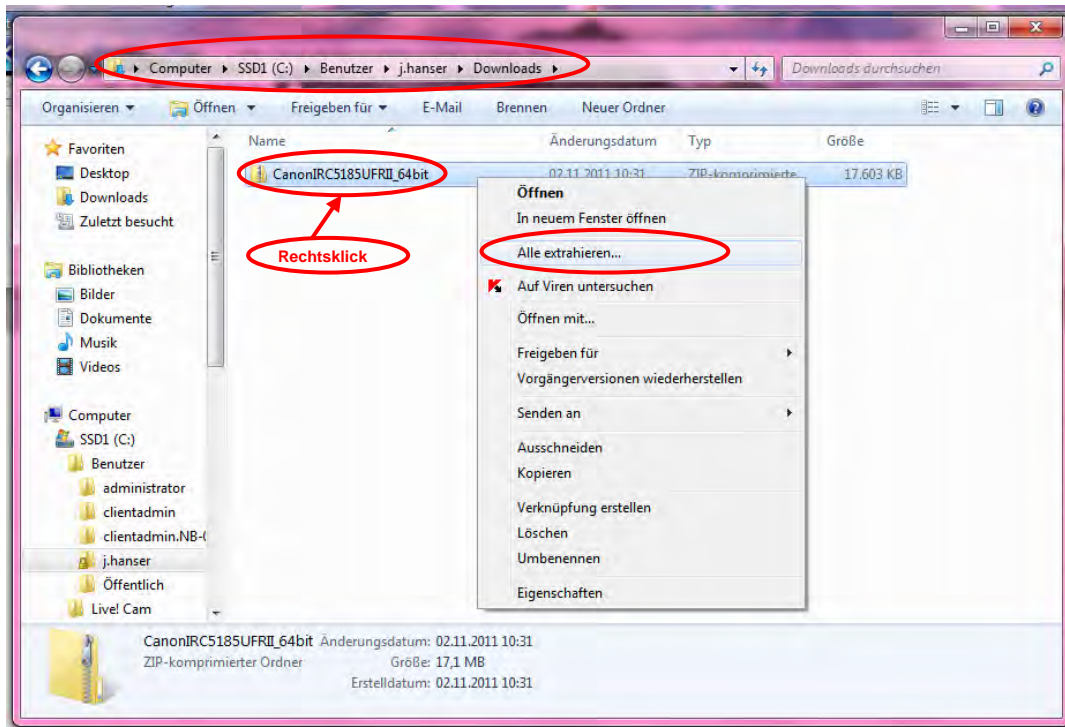


2. Save the zip-file with the driver named „CanonIRC5185UFRII_...bit“ by clicking „save file“ and „ok“. If you are not asked about a special directory your computer usually saves the zip-file with the driver in the directory „D:\Users\Your Username\Downloads“. If your computer asks you about a directory choose any directory you want and keep it in mind.

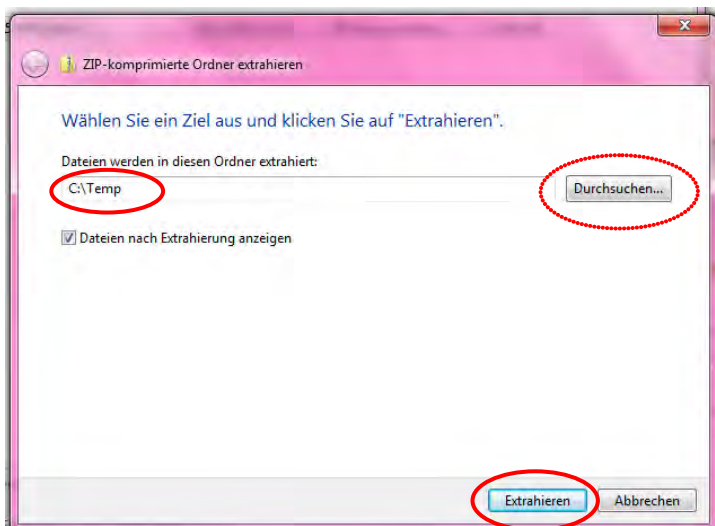



¹ That's how you learn if your computer is using a 32bit or a 64bit system: Click Start  and „Computer“. Go to „System settings“. Under point „System“ your system type is shown.

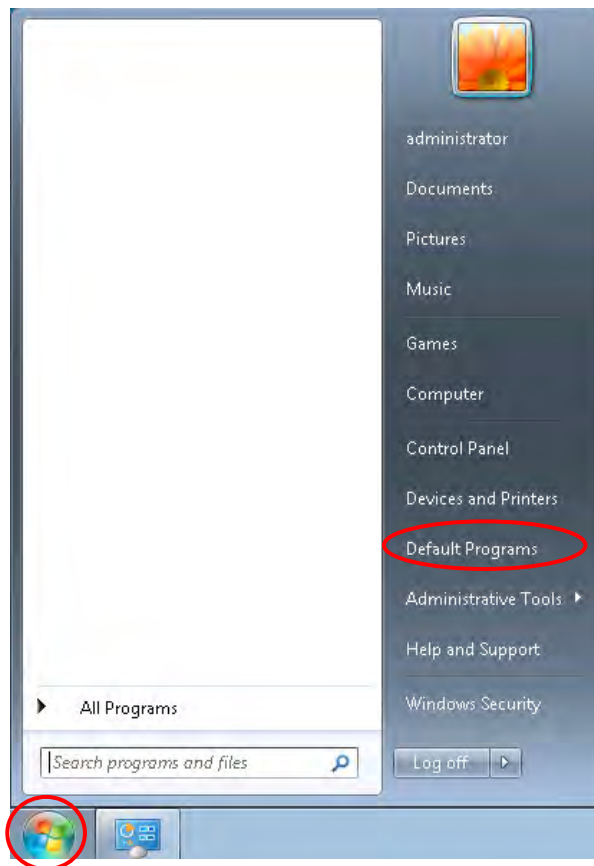
- Open the directory you saved the zip-file with the driver to. Extract the zip-file and save the driver for further use: Therefore click right on the zip-file of the driver „CanonIRC5185UFR1I_..bit“ and choose “Extract all”.



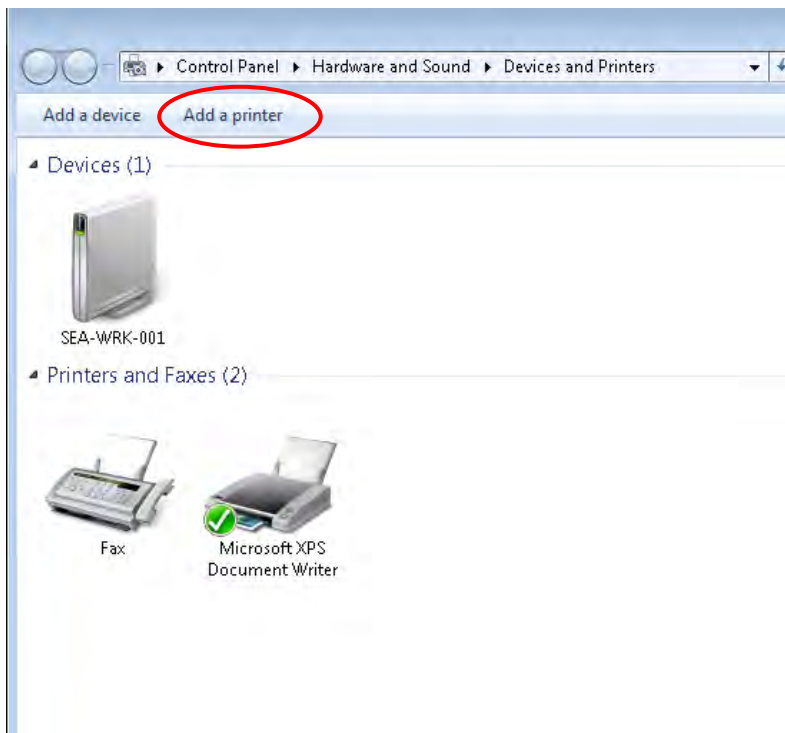
- Insert the path where you want to save the driver. You can either choose “Browse” or type the path manually. For example, you can use the temporary directory „Temp“ to save the driver. The path for “Temp” is D:\Temp. Keep the chosen path in mind because you will need it soon. Afterwards click “Extract”.



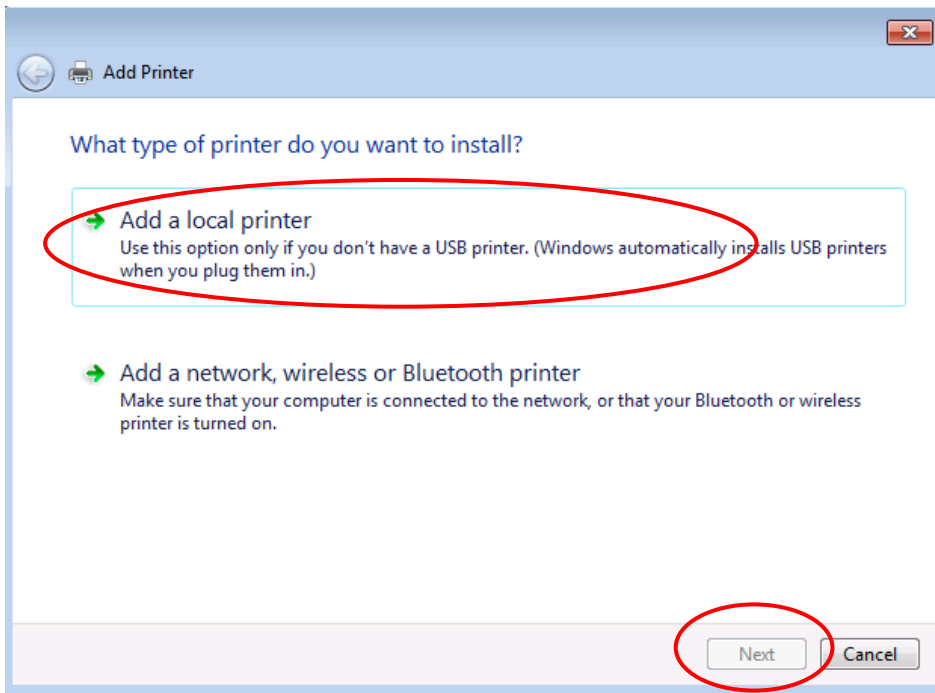
5. Go to Start  and choose „Devices and printers“.



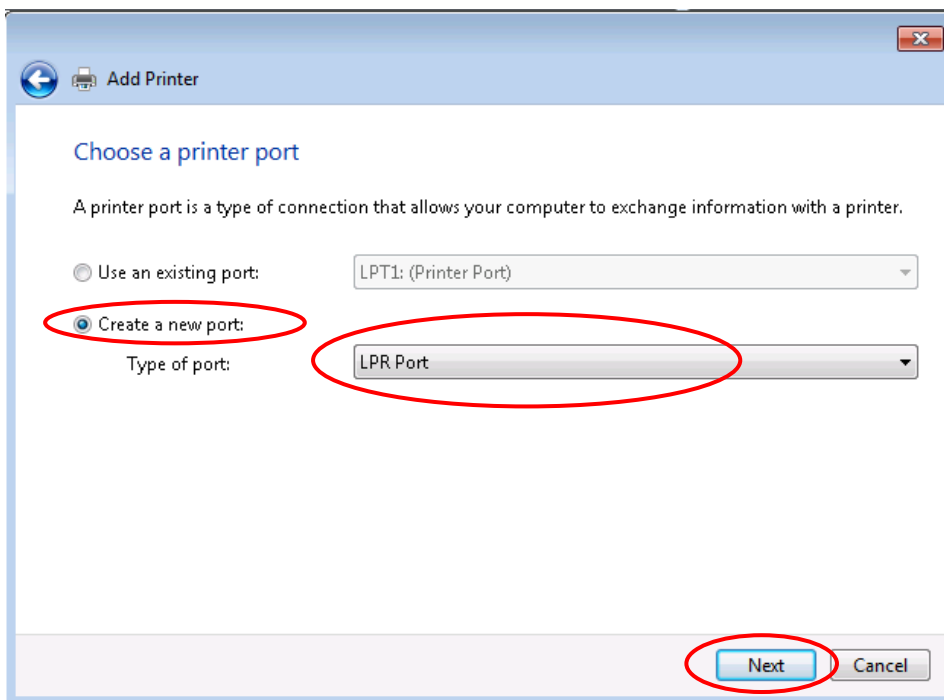
6. Click on „Add a printer“.



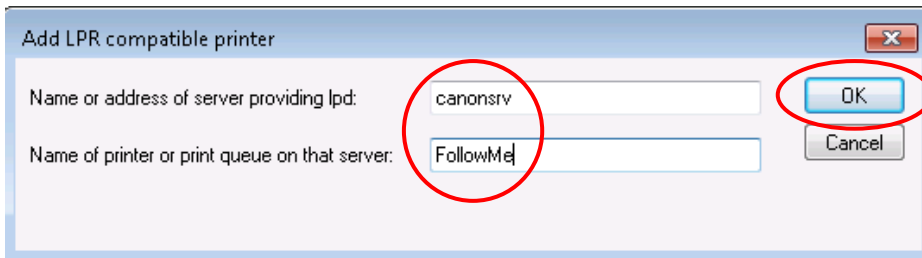
7. Choose „Add a local printer“ and click „Next“.



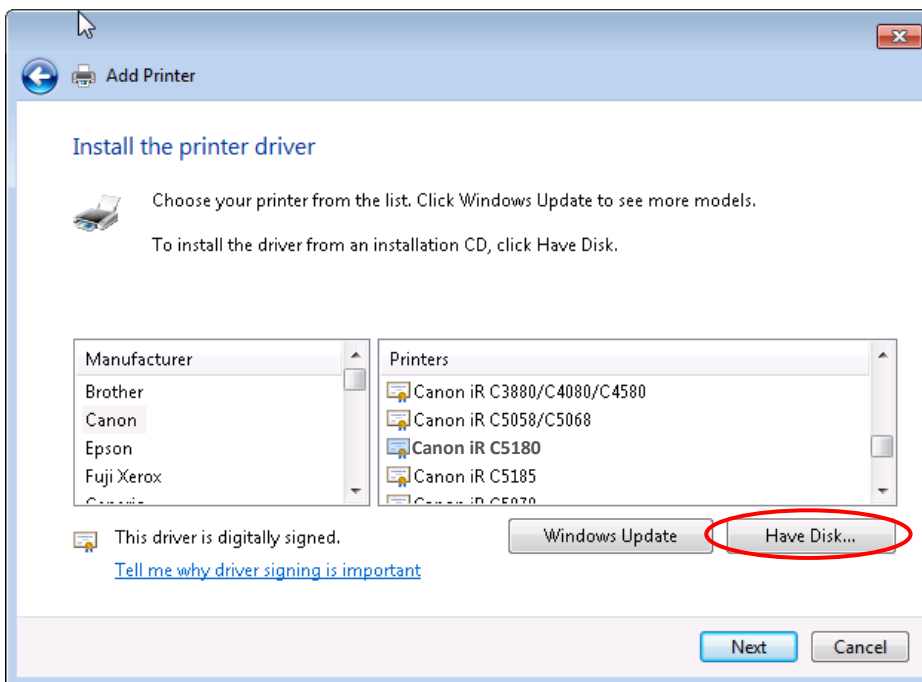
8. Click „Create new port“ and choose „LPR-port“ as the type of connection. Click “Next”.



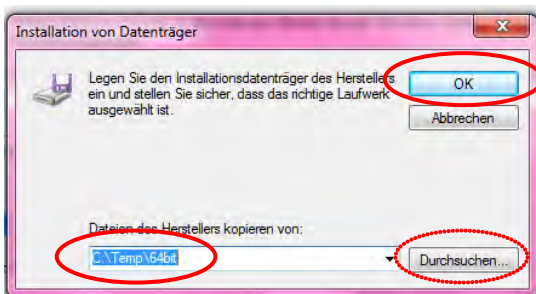
9. Insert **canonsrv** for the LPD server name. The name of the printer is **FollowMe**. Click „OK“.



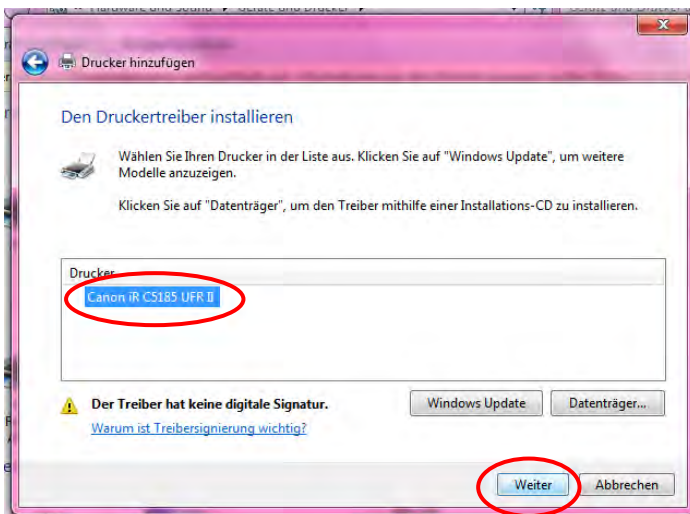
10. Next you choose the printer driver from the data storage: Therefore click „Have Disk...“.



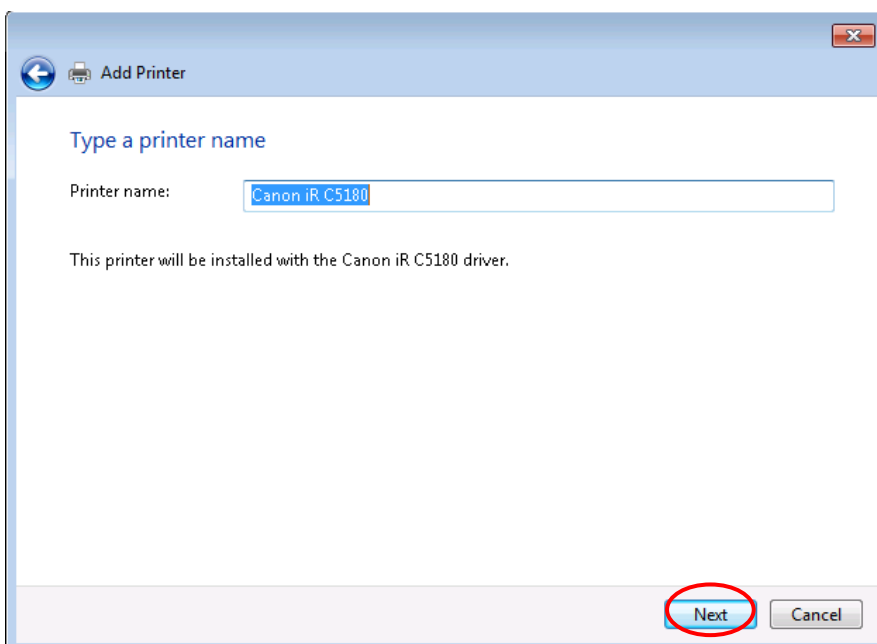
11. Insert the path that you saved the driver to before by filling out the form manually or by searching the path by clicking „browse“. If you saved the driver to the temporary directory „Temp“ insert „C:\Temp\32bit“ or „C:\Temp\64bit“. Click “OK” after inserting the right path.



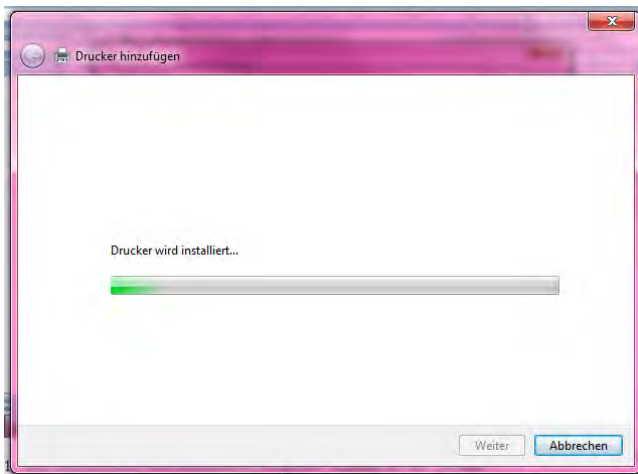
12. The printer „Canon iR C5185 UFR II“ will be shown in the install shield. Choose the said printer and click „Next“.



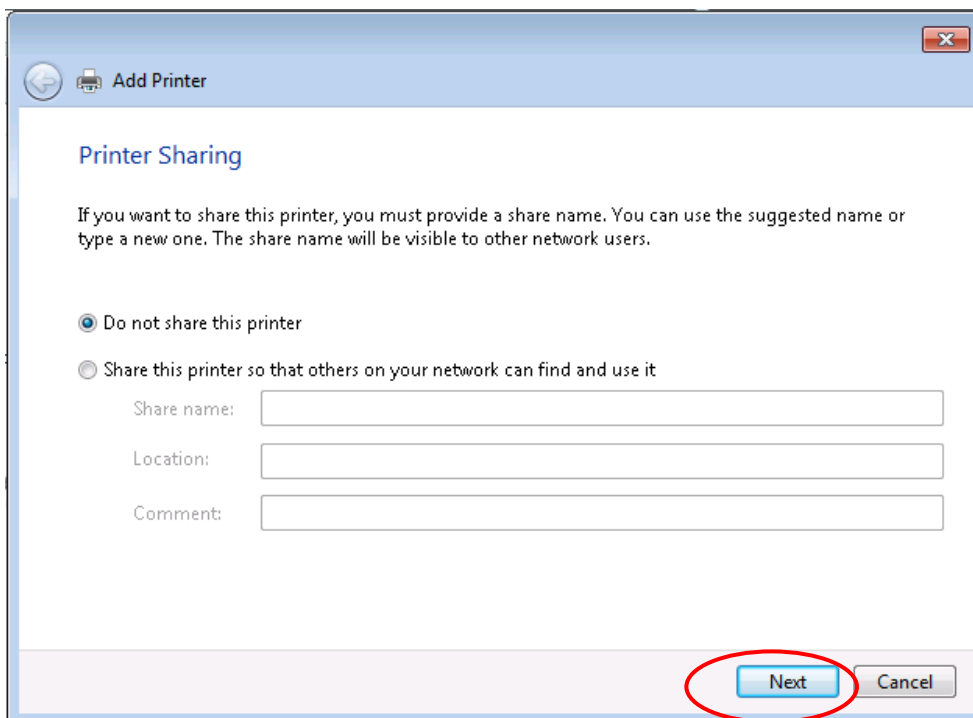
13. The install shield asks you about the printer name. Keep the printer name „Canon iR C5185 UFR II“ in mind and click „Next“.



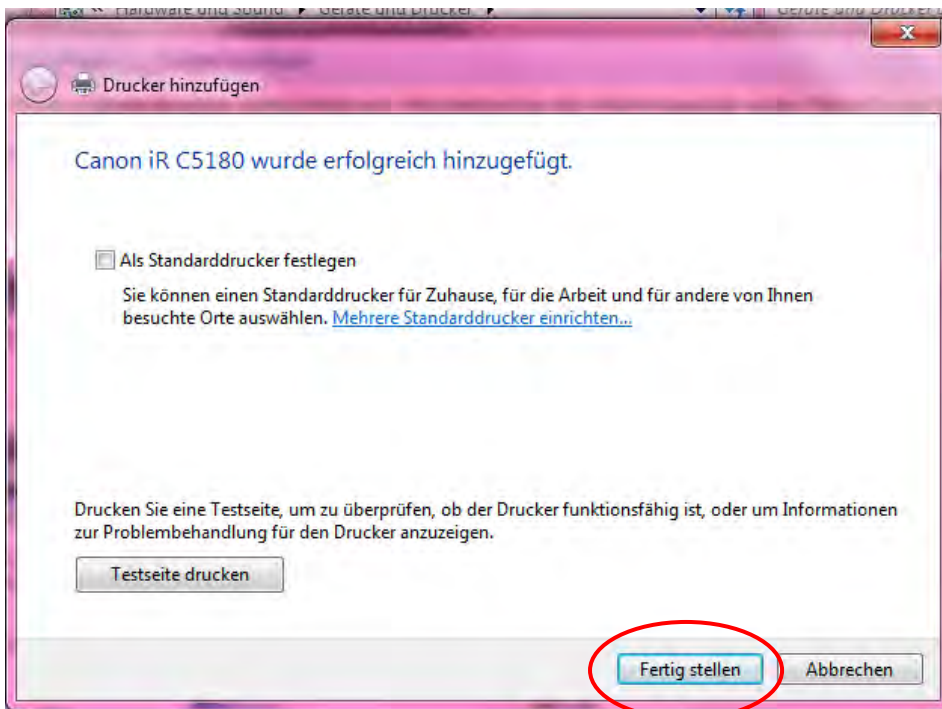
14. The printer driver is now being installed. During the installation process you see the following window that closes automatically as soon as the installation process is finished.



15. In the next window choose „Do not share printer in the network“ and click „Next“.



16. If you want you can choose the printer as standard printer now and/or print a test page.
Go to “Complete“.



Now the printer driver is installed and ready for use. If you already installed the UniFlow-Client and you already prepared the operating system you are ready to print now.



D. Manual for printing

1. When printing a document choose „Canon IR C5180 UFR II“ as your printer.
2. A window with a job code will pop up. Note the job code. By entering the job code at the printer you can pick up your documents.
3. To pick up your documents at the printer first insert the Quick-card in the designated aperture. The printer will now ask you for the job code(s). By entering the job code(s) the document(s) can be printed one after another or all at once.