

Copy Machine Printing Setup

macOS - Adding the Copy Machine as a Printer

NOTE: If exists, remove of Copy Room printer before setting up new printer

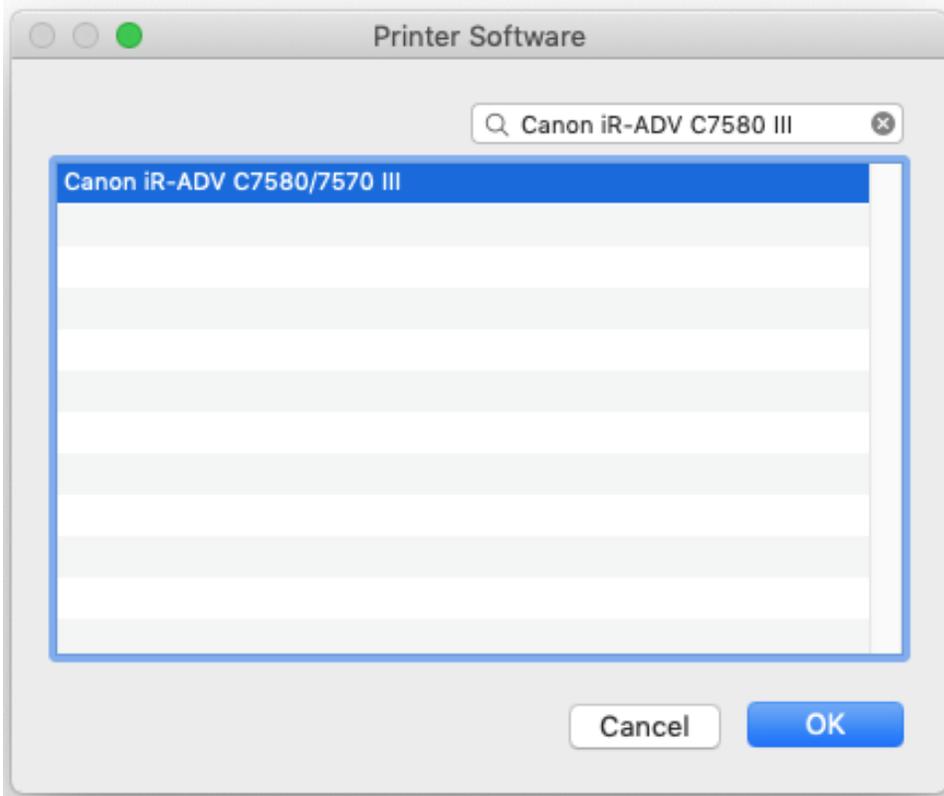
- Open Printers & Scanners in the System Preferences
- Select Copy Room and select the minus button



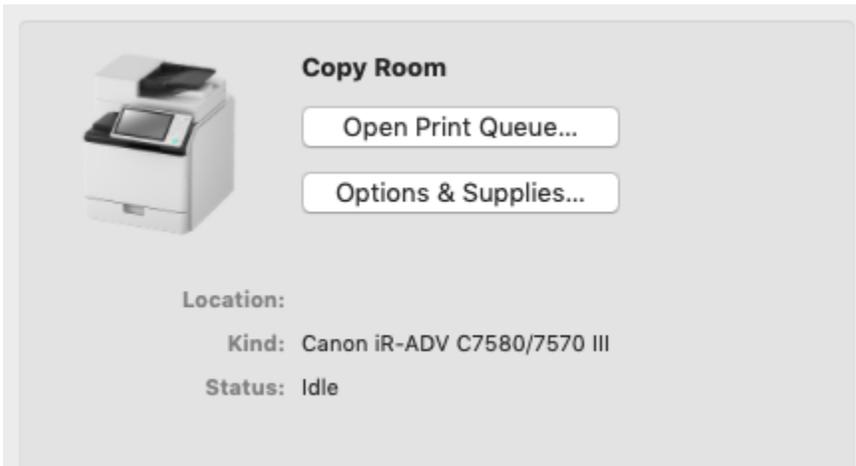
1. Download driver for [Canon imageRUNNER C7570i](#)
2. Install downloaded driver
3. Open the Mac OS System Preferences and select Printers & Scanners
4. Select add a printer and configure as below:
 - Type IP
 - Address: copy-room.ae.utexas.edu
 - Protocol: Line Printer Daemon - LPD
 - Name: Copy Room
 - Use: Select Software...

A screenshot of the 'Add Printer' dialog box in macOS. The window title is 'Add'. At the top, there are three tabs: 'Default', 'IP', and 'Windows', with 'IP' selected. A search bar is located to the right of the tabs. Below the tabs, there are several input fields: 'Address' with the value 'copy-room.ae.utexas.edu' and a note 'Valid and complete host name or address.'; 'Protocol' with a dropdown menu showing 'Line Printer Daemon - LPD'; 'Queue' with an empty field and a note 'Leave blank for default queue.'; 'Name' with the value 'Copy Room'; 'Location' with an empty field; and 'Use' with a dropdown menu showing 'Select Software...'. An 'Add' button is located at the bottom right of the dialog.

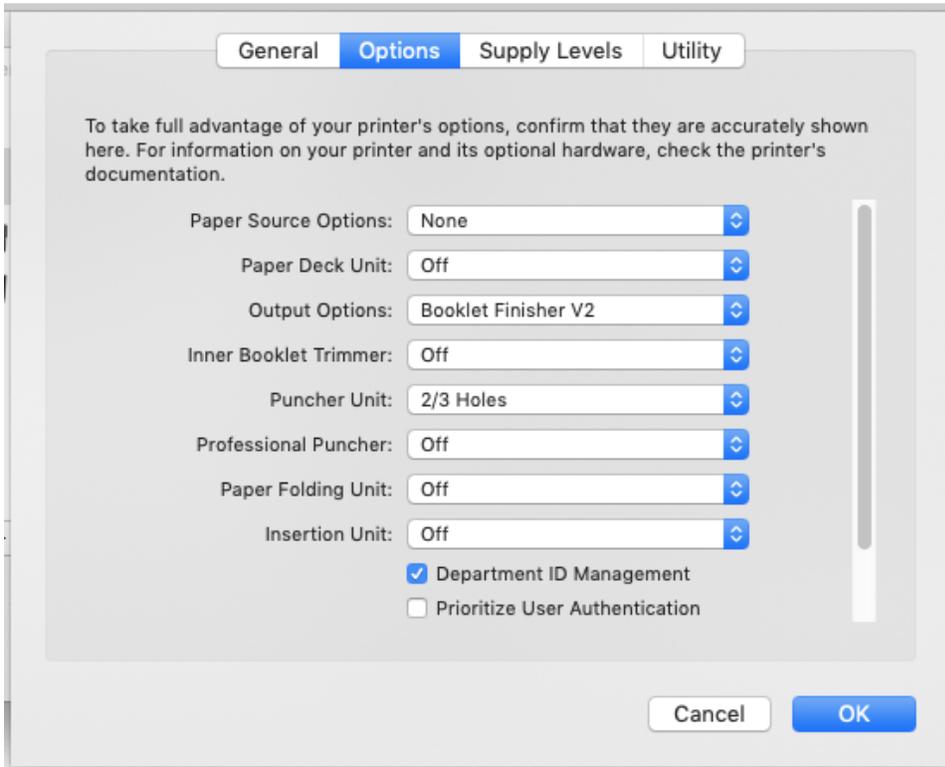
5. Search for Canon iR-ADV C7580 III



6. Select Options & Supplies...



7. Select Options and set as shown



- When printing to the copy machine it should prompt for department ID. Enter your copy code as the Department ID and leave the PIN blank. If the printing does not prompt for copy code, make sure Department ID Management is selected in Step 7



- Can also select Department ID Management in the print dialog settings

Printer: Copy Room

Presets: Default Settings

Copies: 1

Pages: All

From: 1 to: 1

Special Features



Device Preview

Job Processing:

Print

User Management:

Department ID Management

Settings...

Copy Current Setting Values

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