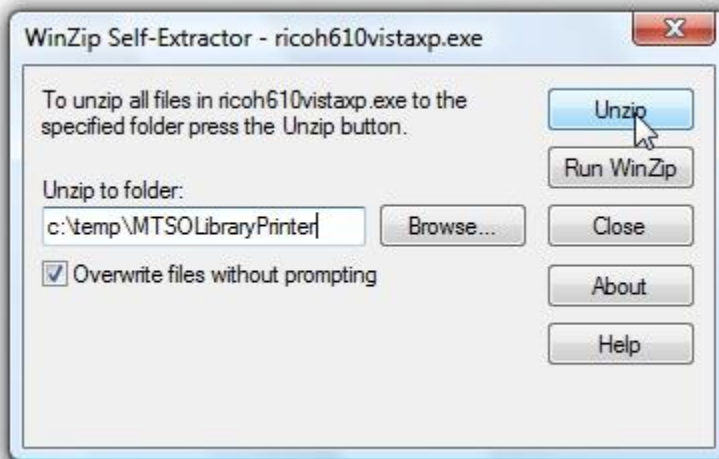
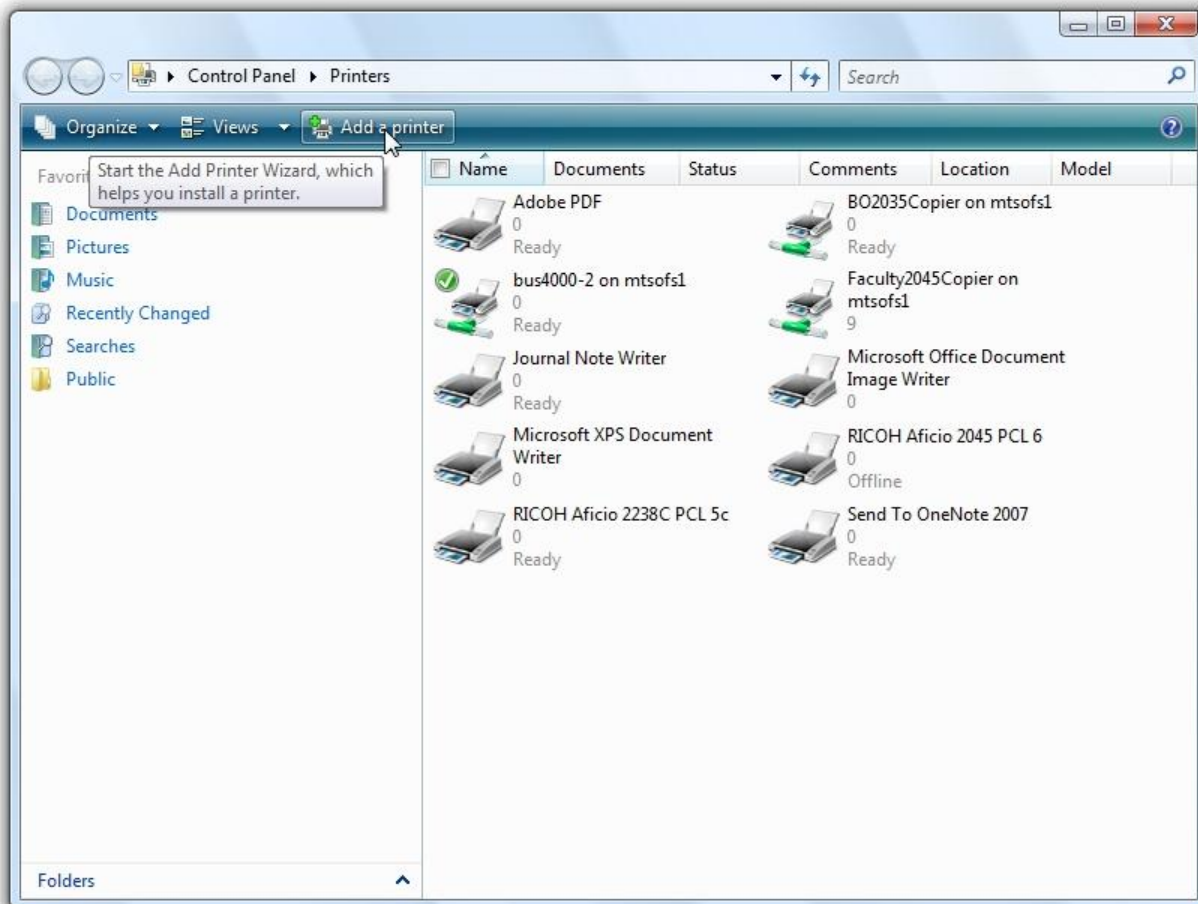


Install MTSO Library Ricoh Printer –Windows Vista

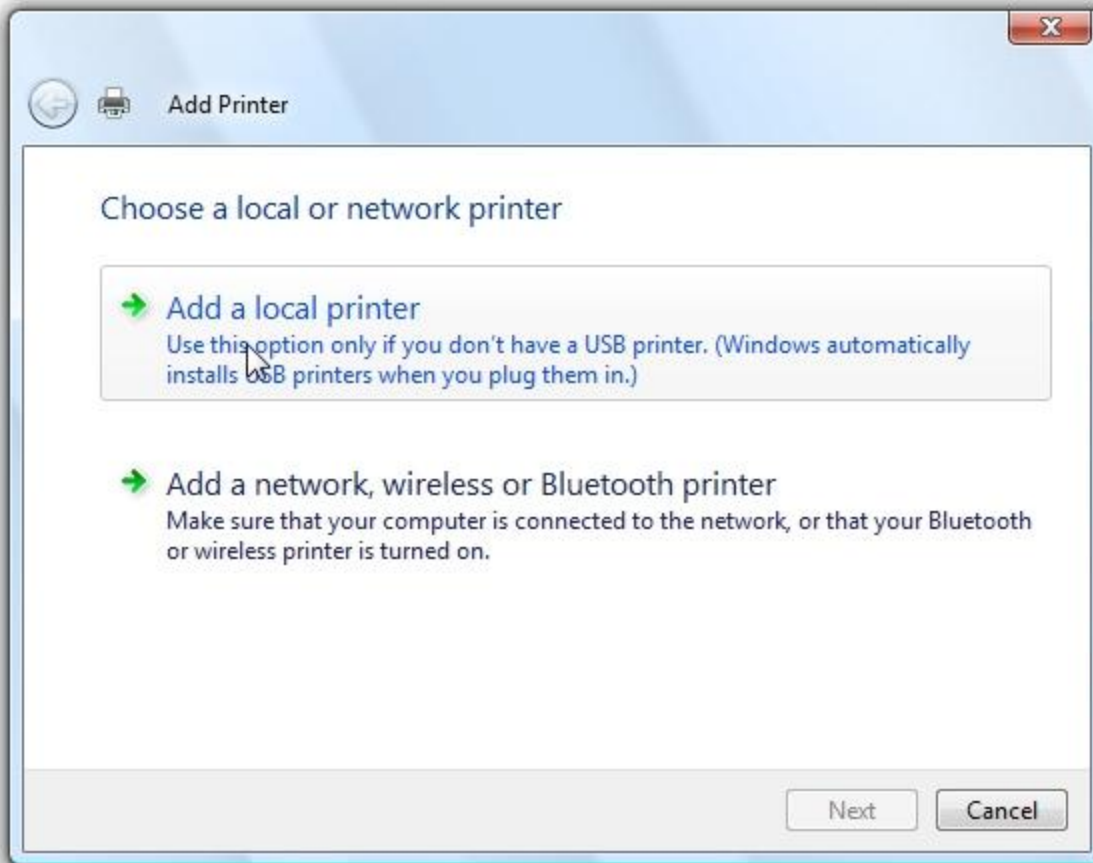
1. Download the Printer Driver <http://www.mtso.edu/downloads/ricoh610vistaxp.exe> (32-bit) or <http://www.mtso.edu/downloads/ricoh610vista64.exe> (64-bit) and double click to extract the contents of the file.
Click OK when completed and close the WinZip Self-Extractor Dialog Box.



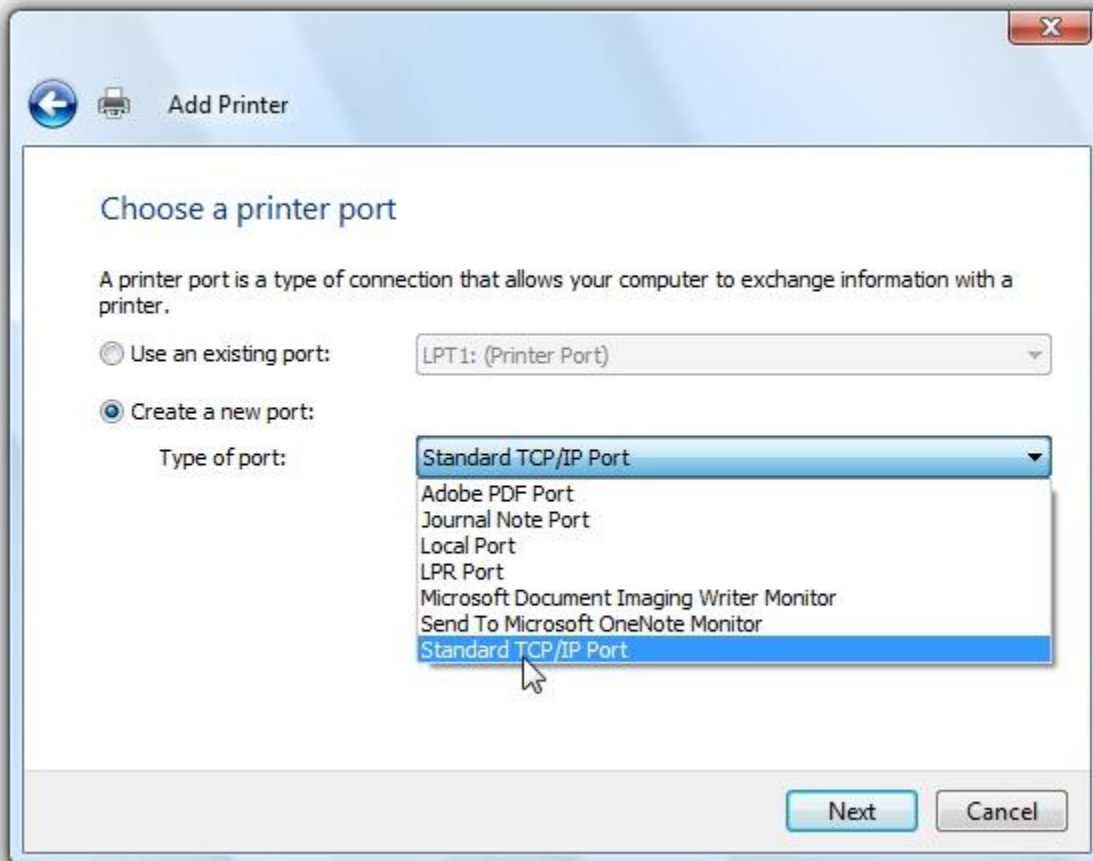
2. Go to Control Panel > Printers and click the Add a printer button



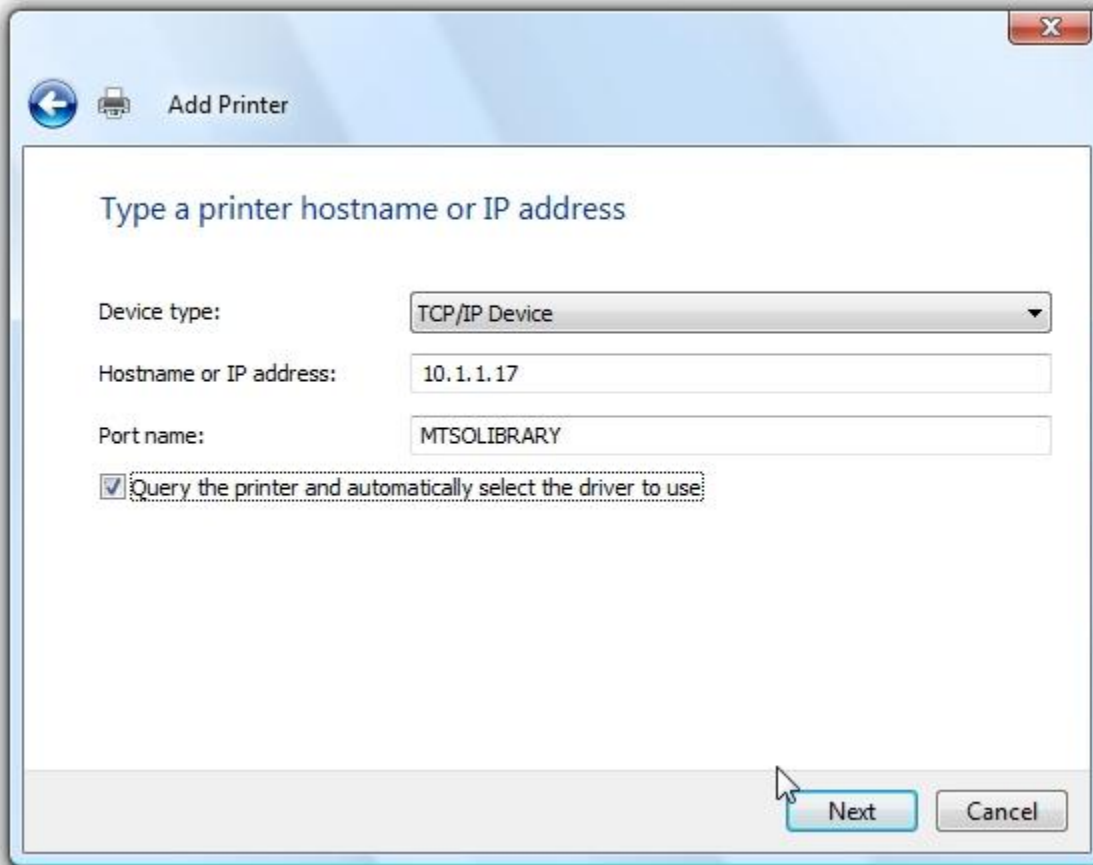
3. Select the Add a local printer option



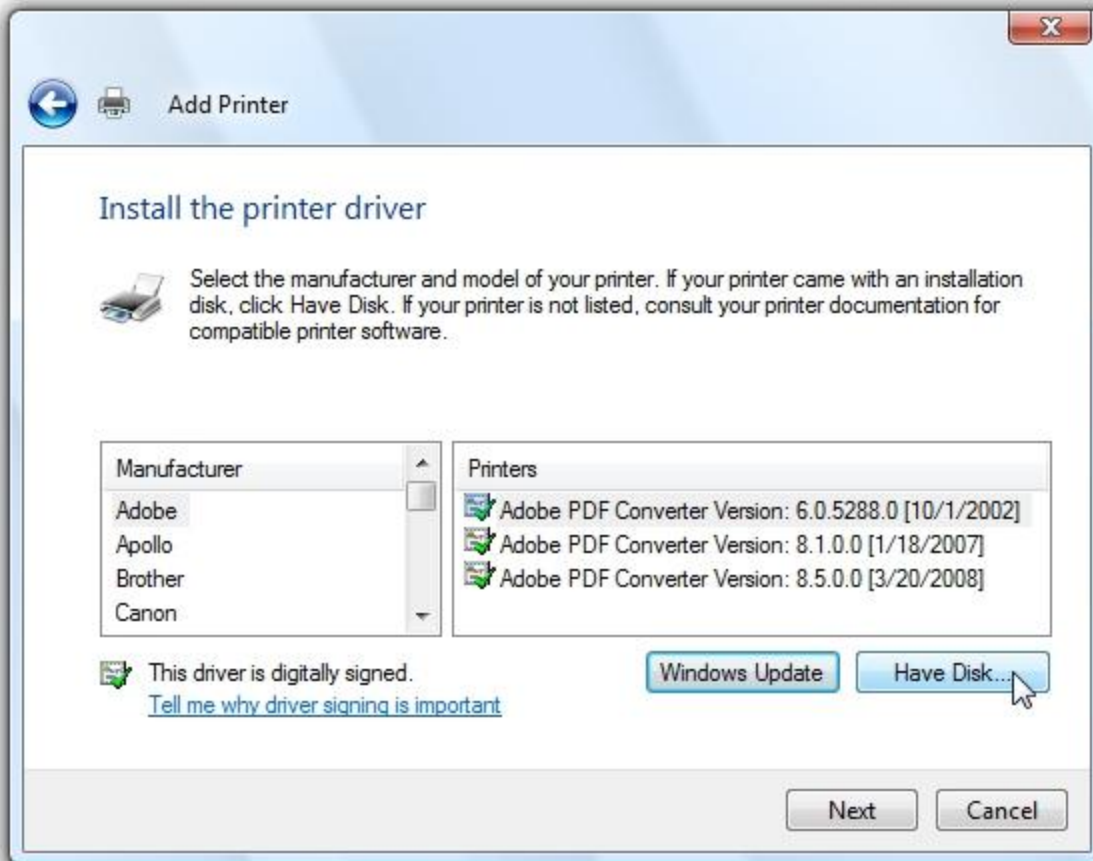
4. Create a new port and select Standard TCP/IP Port. Click Next.



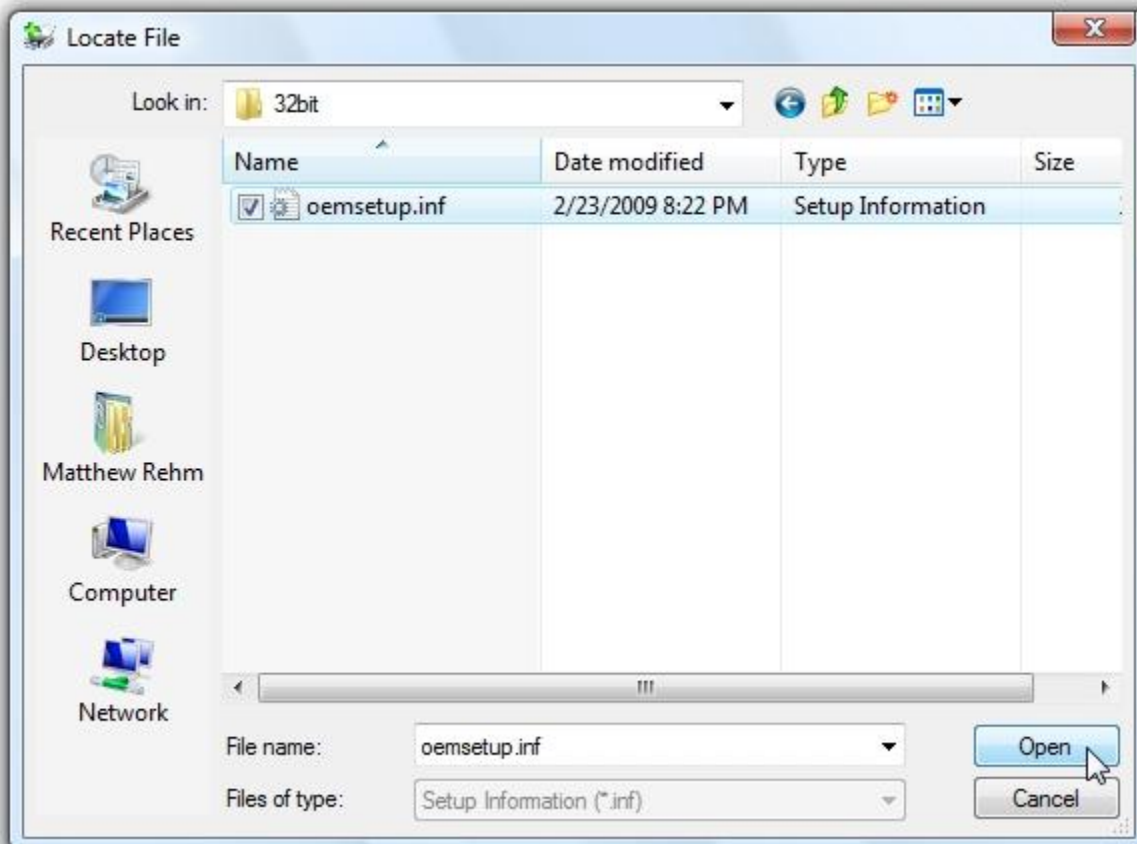
5. Select Device type TCP/IP Device, type in 10.1.1.17 for the Hostname or IP Address, type MTSOLIBRARY or other descriptive name for the Port name, and check the box next to Query the printer and automatically select driver to use. Click Next.



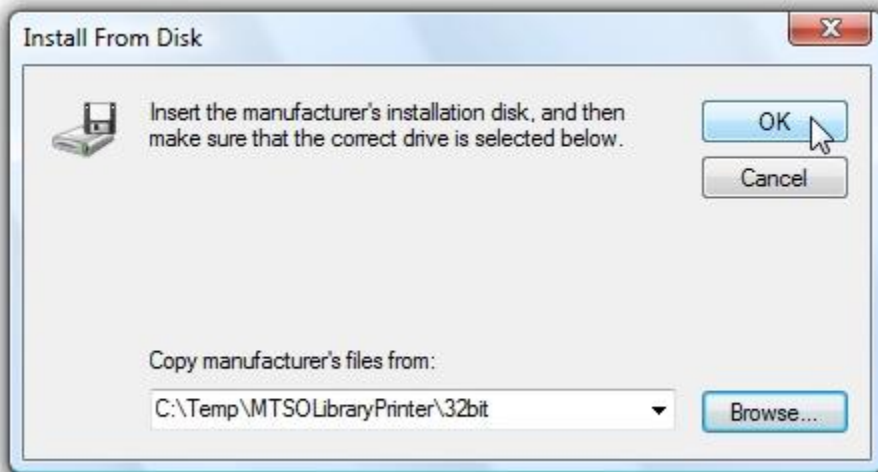
6. In the Install the Print Driver window, click Have Disk



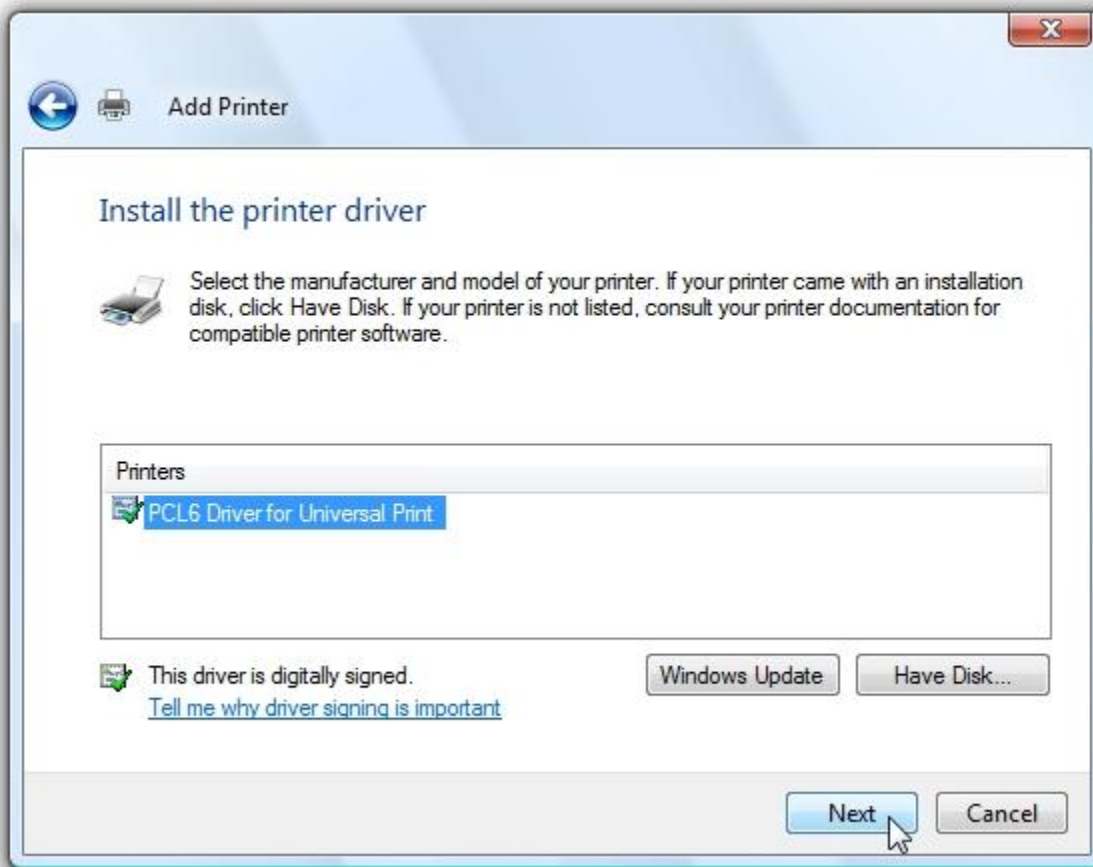
7. Navigate to the location you extracted the contents in Step 1.
8. Highlight the oemsetup.inf file and click open



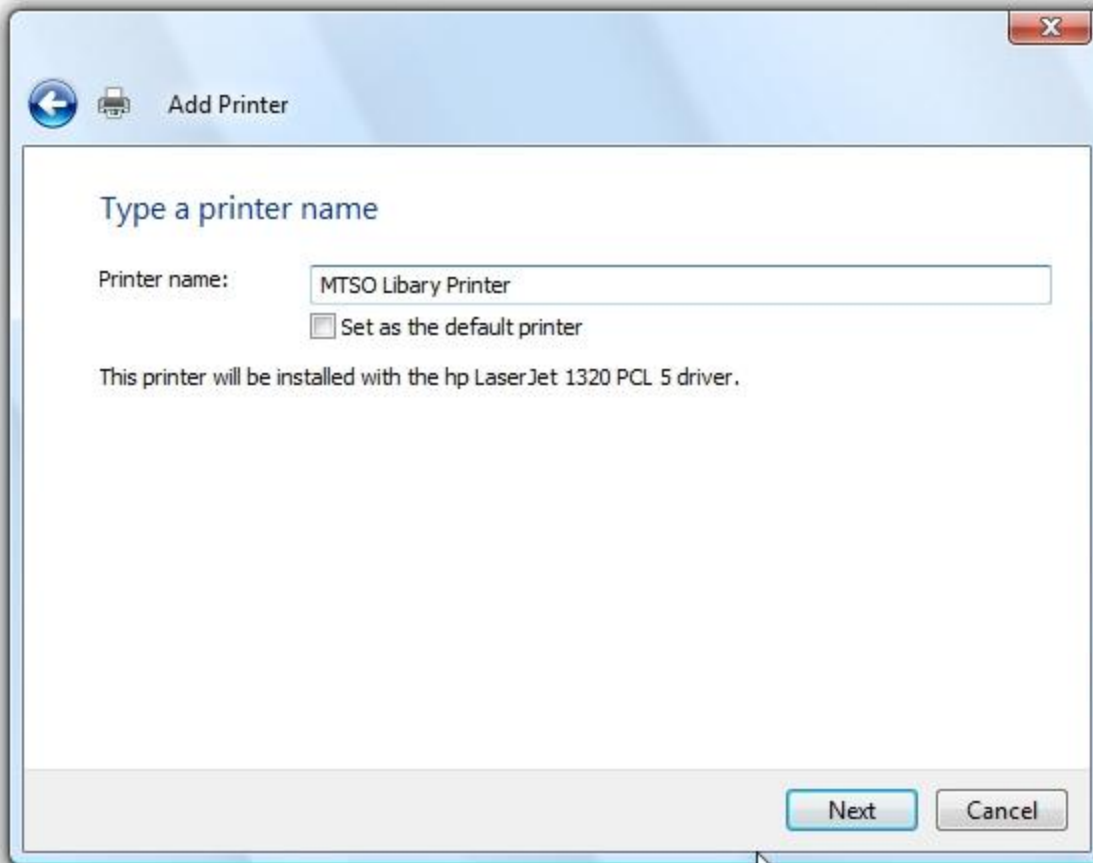
9. Click OK in the Install From Disk Dialog Box.



10. Click Next



11. Type a descriptive name for the printer. Click Next. (If prompted for permission, click Continue.)



12. Click Finish. The printer is now available on your laptop when working on the MTSO network.

