Instruction on how to add a Follow Me RICHO printer on MacOS

To be able to do the FollowMe installation you must use the local admin on the MacOS.

Download the PPD Installer

Open the Download folder and double click on the "Ricoh_IM_C3000_C3500_C4500_LIO_1.2.0.0.dmg" disk image file.



To run the installation package double click on the "pkg" icon

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	Welcome to the Ricoh_IM_C3000_C3500_C4500_LIO Driver Installer	
 Introduction Licence Destination Select Installation Type Installation Summary 	This installer installs the following printer driver. - RICOH IM C2000 PS - RICOH IM C3000 PS - RICOH IM C3500 PS - RICOH IM C4500 PS - RICOH IM C5500 PS - RICOH IM C6000 PS	
	Go Back Continue	

To finish the installation, press the "Continue" button.

Open the "System Preferences" under the Apple sign. Select the "Printers & Scanners" and press the "+" sign to add a printer. Open the Finder application



On the top of the screen press "Go".

Back Forward	೫ [೫1
Select Startup Disk	☆駕↑
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Recent Folders	►
Go to Folder	企業G
Connect to Server	ЖК

Connect to the server: meb-print01.meb.ki.se, type smb://meb-print01.meb.ki.se

	Connect	to Server	
smb://mab_print	01 mah ki sa		
	UT.IIIeD.KI.Se		
Favourite Servers:			
-			
+ - *~	?	Browse	Connect

Type your login credentials	, MEB User name, and	I the AD password.
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<i>î</i> tî î	Enter your name and password for the server "meb- print01.meb.ki.se".
•	Connect As: OGuest
	Registered User
	Name:
	Password:
	Remember this password in my keychain
	Cancel Connect

<i>î</i> tîtî:	Select the volumes you want to mount on "meb- print01.meb.ki.se":
	PCClient PCDirectPrintMonitor PCRelease
	Cancel OK

linux

mac

Double click on the icon "mac" to open the folder.



Double click on the icon "client-local-install" to start the installation of the PaperCut application.

Insta	II PCClien	t into the	Applicat	ions Folder	?	
				Yes		Quit

When the installation is done you must once again type the MEB login credentials.

	Login	
Login Your logi	in credentials are required for printer access.	papercut.com
Please log in Username: Password:	using your network username and password to confirm your ide	ntity.
	Cancel	ОК

Next open the System Preferences and click on the icon "Printers & Scanners".

	Printers & Scan	ners	Q Search	
Printers	Share this printe	Open Print Queue Options & Supplie	s Sharing Preferences	
Click the lock to make change	Default printer: Default paper size: es.	Last Printer Used	≎	?

Press the "+" sign to add the Follow Me printer.

Click on the tab "IP" and type the Address "meb-print01.meb.ki.se" Type "Follow Me Client" as a Queue: name and the same as Name:

		Add		
<u>a</u>	-	Q Search		
efault IP	Windows		Search	
Addross	mah_print01 mah	ki so		
Audress				
	Valid and complete h	ost name or address	5.	
Protocol	: Line Printer Daer	mon - LPD		\$
Queue	: Follow Me Client			
Queue	: Follow Me Client	ilt queue.		
Queue	: Follow Me Client Leave blank for defau	ult queue.		
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Queue: Name Location Use	 Follow Me Client Leave blank for defau Follow Me Client Auto Select Generic PostScr 	ult queue. ipt Printer		
Queue: Name Location Use	 Follow Me Client Leave blank for defau Follow Me Client Auto Select Generic PostScr Generic PCL Print 	ult queue. ipt Printer nter		
Queue: Name Location Use	 Follow Me Client Leave blank for defau Follow Me Client Auto Select Generic PostScr Generic PCL Print Select Software. 	ult queue. ipt Printer nter		
Queue: Name Location Use	 Follow Me Client Leave blank for defau Follow Me Client Auto Select Generic PostScr Generic PCL Print Select Software. Other 	ult queue. ipt Printer nter		

Use: Select Software And choose RICOHIM C5500PS

$\bigcirc \bigcirc \bigcirc$	Printer Software
	Q Filter
RICOH IM C2000 PS	
RICOH IM C2500 PS	
RICOH IM C3000 PS	
RICOH IM C3500 PS	0
RICOH IM C4500 PS	
RICOH IM C5500 PS	
RICOH IM C6000 PS	
	Cancel OK

The last to do is to press the "Add" button..

	Printers & Scanne	rs	Q Search	
Printers Follow Me Client	Fo	ollow Me Client Open Print Queue Options & Supplie	s	
	Location: Kind: RIC Status: Idl	COH IM C5500 PS le		
+ -	Share this printer o	on the network	Sharing Preferences)
	Default printer: L Default paper size: A	ast Printer Used)	
Click the lock to make chang	es.			?

Double click on the printer: "Follow Me Client" and press Settings and select the tab "Options"

ause Settings			
G	eneral Optio	ons Supply Level	S
To take full advantage of	f your printer's op	tions, confirm that the	y are accurately shown
documentation.	your printer and i	ts optional naroware, t	sneek the printer 3
	Option Tray:	Lower Paper Trays	0
Larg	e Capacity Tray:	Not Installed	0
	Internal Tray 2:	Not Installed	•
Int	ernal Shift Tray:	Not Installed	•
	External Tray:	Not Installed	•
	Finisher:	Finisher SR3270	
	Folding Unit:	Not Installed	•
	PostScript:	PostScript Emulation	\bigcirc
			Cancel

Option Tray: "Lower Paper Trays" Finisher: Finisher SR3270 PostScript: PostScript Emulation. To have the PCClient to start automatically add the application, first open "System Preferences"

		<>>]	System P	Preferences		QSearch	
	General	Desktop & Screen Saver	Dock	Mission Control	Language & Region	Security & Privacy	Spotlight	Notifications
	Displays	Energy Saver	Keyboard	Mouse	Trackpad	Printers & Scanners	Sound	Startup Disk
	iCloud	(@) Internet Accounts	Wallet & Apple Pay	Software Update	Network	Bluetooth	Extensions	Sharing
	Touch ID	Users & Groups	Parental Controls	Siri	Date & Time	Time Machine	Accessibility	
F	Secure SAFI	ELogitech Options						
Sel	ect "User	s & Groups" ar	nd select the	tab "Login I	tems".			
		Pass						
	These iter	ns will open aut	omatically w	hen you log i	n:	-		
	itterit.				nide			

To hide an application when you log in, select the tickbox in the Hide column next to the application.

+ -

Press the "+" sign to add the application "PCClient" to start automatically.



Thanan (tanan	Password	Login Items	
Item	open automatic	Kind	Hide
PCClient		Application	
o hide an applicat ext to the applica	ion when you log ir tion.	n, select the tickbox in	the Hide colum
+ -			