



Xerox WorkCentre 7132 / 7228 / 7235 / 7245 Driver Installation Instructions

There are two steps to install the driver. If you feel you are proficient enough to download the compressed executable and install a driver in Windows, you can skip to Driver Configuration in Step 2, on page 11.

IMPORTANT INFORMATION

You must have local Administrator rights to perform the below steps.

Please ensure you **download the correct drivers** from the link available on the <u>www.xeretec.co.uk/regus</u> website.

These instructions are for the **models mentioned above only!** If your model is different, please select the correct link from the website above.

You need to have your **Regus Client Ref** number to hand. This can be obtained from your Regus Invoice or from the local Regus Centre Staff.

The **IP Address** and **Model Number** must be obtained from the local Regus Centre Team Staff within your site before you can continue with this driver installation.

Driver Installation Steps

Step 1 – Driver Download and Installation - Page 3

Download the compressed executable containing the drivers and extract to the pre-defined folder. The Add Printer Wizard will load automatically where you can add a local TCP/IP Port to print to the IP Address of the printer. You then select the location of the driver where you downloaded and extracted the files to.

Step 2 – Driver Configuration - Page 11

There are essentially two items to configure in the driver; Firstly, the Secure Print so your job will not be released at the device until you release it using your *Client Ref* number. Secondly, the Accounting which actually allows you to print to a Xerox device, providing you have been setup by the Regus Centre Team Staff.

Secure Print and Accounting are two separate features and your Client Ref is used in both cases for continuity.





Before you begin

It is highly recommended that you position your windows so that you can run through the instructions and driver installation, side-by-side, as illustrated in the below screenshot.







Step 1 - Driver Download and Installation

Note the device model you want to print to and click the appropriate driver link from the <u>www.regusprint.co.uk</u> website



Click [Run] on the 'File Download' dialog box







The following windows will appear. Click [Install] to begin

🗙 Xerox Windows	Printer Drivers	
	The Printer Driver files will be extracted to "C:\Xerox\WC_7132_7228_7235_7245_Drivers"	You can copy this location for use later
	After the files are extracted, the "Add Printer Wizard" will open. 1) Select the printer port or create a new one, click Next. 2) From the Manufacturer/Printers window, select "Have Disk". 3) Browse to C:\Xerox\WC_7132_7228_7235_7245_Drivers, select your printer INF, click "Open" then "OK". Destination folder C:\Xerox\WC_7132_7228_7235_7245_Drivers Installation progress	Right Click & select Copy or press Ctrl+C
	Install Cancel	

When the Add Printer Wizard appears, click [Next]



Select 'Local Printer attached to this computer' and click [Next]







Select 'Create a new port' and select 'Standard TCP/IP Port' from the drop down menu and click [Next]



The 'Add Standard TCP/IP Printer Port Wizard' will load. Click [Next]

Add Standard TCP/IP Printer Port Wizard		
	Welcome to the Add Standard TCP/IP Printer Port Wizard	
	You use this wizard to add a port for a network printer.	
Before continuing be sure that: 1. The device is turned on. 2. The network is connected and configured.		
	To continue, click Next.	
	< Back Next > Cancel	





Type the IP Address of the printer into the 'Printer Name or IP Address' field and click [Next]

You can obtain the IP Address from the Regus Centre Team Staff



If you receive the following error message, please confirm the IP Address with the local Regus Centre Staff

Add Standard TCP	/IP Printer Port Wizard 🛛 🔀		
Additional Por The device	t Information Required could not be identified.		
The device is not found on the network. The sure that: 1. The device is turned on. 2. The network is connected. 3. The device is properly configured. 4. The address on the previous page is correct. If you think the address is not correct, click Back to return to the previous page. Then correct the address and perform another search on the network. If you are sure the address is correct, click Back to return to the previous page.			
Device Type			
	Generic Network Card		
O <u>C</u> ustom <u>Settings</u>			
	< Back Next > Cancel		

You can click [Next] to continue with the driver installation but be aware that your print job will not send to the printer if the IP Address is incorrect.





A summary appears to Finish the 'Add Standard TCP/IP Printer Port Wizard'. Click [Finish]



Click [Have Disk]

Add Printer Wizard				
Add Printer Wizard The manufacturer and model determine which printer software to use.				
Select the manufacturer and model of your printer. If your printer came with an installation disk, click Have Disk. If your printer is not listed, consult your printer documentation for a compatible printer.				
Manufacturer Printers Agfa Agfa Aps AGFA-AccuSet v52.3 Apollo AGFA-AccuSet SF v52.3 Apole AGFA-AccuSet 800 APS-PS AGFA-AccuSet 800SF v52.3 This driver is digitally signed. Windows Update Tell me why driver signing is important Windows Update				
< <u>B</u> ack <u>N</u> ext > Cancel				

Click [Browse] If you copied the Install From Disk location earlier, you can Paste here and Insert the manufacturer's installation disk, and then click OK to skip the OK make sure that the correct drive is selected below. next step Cancel **Right Click and select** Paste or press Ctrl+V Copy manufacturer's files from: A:\ ... or you could ✓ <u>B</u>rowse copy and paste this location here **Default location:** into the field and C:\Xerox\WC 7132 7228 7235 7245 Drivers then click OK





If you clicked [Browse] in the previous step, browse to the folder where the files extracted to and double click one any of the files Default location: C:\Xerox\WC_7132_7228_7235_7245_Drivers

Locate File			? 🔀
Look <u>i</u> n: 🚞	Both	💌 🔾 🦻	۶ 🖽 🔁
xr6raie.inf			
xrovale.inf			
File <u>n</u> ame:	xr6raie.inf	~	<u>O</u> pen
Files of type:	Setup Information (*.inf)	~	Cancel

Select the printer that you want to print to and click [Next]

	Add Printer Wizard	
	Install Printer Software The manufacturer and model determine which printer software to use.	Pick your
	Select the manufacturer and model of your printer. If your printer came with an installation disk, click Have Disk. If your printer is not listed, consult your printer documentation for compatible printer software.	device model from the list
(Periters	
	This driver is digitally signed. <u>Windows Update</u> Tell me why driver signing is important	
	< Back Next > Cancel	

Select the printer to be your default or not and click [Next]

Add Printer Wizard	
Name Your Printer You must assign a name to this printer.	
Type a name for this printer. Because some programs do not support printer and server name combinations of more than 31 characters, it is best to keep the name as short as possible. <u>Printer name:</u> Xerox WorkCentre 7235 PCL 6 Do you want to use this printer as the default printer? <u>Yes</u> <u>No</u>	Do you want this printer driver to be your default?
< Back Next > Cancel	





Leave the selection on 'Do not share this printer' and click [Next]

Add Printer Wizard					
Printer Sharing You can share this printer with other network users.					
If you want to share this printer, you must provide a share name. You can use the suggested name or type a new one. The share name will be visible to other network users.					
Do not share this printer					
◯ <u>S</u> hare name:					
< Back Next > Cancel					

Select 'No' to 'Do you want to print a test page' and click [Next]







Click [Finish] to complete the Add Printer Wizard

Add Philler Wizard				
	Completing the Add Printer Wizard			
	You have successfully completed the Add Printer Wizard. You specified the following printer settings:			
	Name:	Xerox WorkCentre 7132 PCL 6		
	Share name:	<not shared=""></not>		
	Port:	IP_10.142.143.206		
	Model:	Xerox WorkCentre 7132 PCL 6		
	Default:	No		
	Test page:	No		
	To close this	wizard, click Finish.		
< <u>B</u> ack Finish Cancel				

You will see the Driver Files copy to your workstation



Click [Continue Anyway] on the following window, if it appears, for the driver installation to complete



Driver Installation Complete





Step 2 - Driver Configuration

You should find the printer in your 'Printers and Faxes' folder. Right click on the printer you have just installed and click on 'Properties'



Click on [Printing Preferences]

Xerox WorkCentre	9 7235 PCL 6	
ocation:		
omment:		
lodel: Xerox WorkCentre	7235 PCL 6	
Features		
Color: Yes	Paper available:	
Double-sided: Yes	A1 (594 x 841mm)	
Staple: No	A3 (297 x 420mm)	
Speed: 31 ppm	A4 (210 x 29/mm) A5 (148 x 210mm)	
Maximum resolution: 1200 dp	A6 (105 x 148mm)	
Print	ng Preferences Print <u>T</u> est Page	





Select 'Secure Print' from the 'Job Type' pull down menu and click [Setup]

Xerox WorkCentre 7235 PCL 6 Printing Preferences		_	?	X
Paper / Output Image Options Layout Watermarks / Fo	orms Ac	dvanced Settings Fax	:	_
Job Type:	2	Sided Print:		
Secure Print		1 Sided Print	•	-
Paper Summary:	Si [taplin <u>a</u> : No Staple	✓ ✓ Collated	
Paper <u>S</u> elect	_	Stapling / Hole Punct	h for Mixed Si <u>z</u> es	
Favorites:	0	utput <u>M</u> ethod:		
🖉 🖪 <change>Printer Defaults 🛛 🗸</change>		None	•	•
Sa <u>v</u> e Edit	0	ffset Stacking:		
		No Offset	•	-
	0	utput Co <u>l</u> or:	<u>Q</u> uantity:	
	3	Color	▼ 1	* *
		Defaul	t All	
XEROX		Stat <u>u</u> s	<u>D</u> efaults	
ОК		Cancel <u>A</u> p	ply Help	

Type your name in the 'User ID' field and type your *Client Ref* in the 'Secure Print Passcode' field and click [OK]

	Secure Print ? 🔀	
	User ID:	
<	Name	
	Enter a 1-12 Dinit Secure Print Passcode:	Type your
C		name
	Document N <u>a</u> me:	
	Use Existing Name	
	New Document Name:	Type your Client Ref
	After sending the print job from the driver, press the [Job Status] button on the machine control panel and enter the password to start printing.	
	OK Cancel Defaults Help	

Click [OK] to apply the Printing Preferences setting and get back to the driver Properties window





Click on the 'Configuration' tab and click [Detailed User Settings]

Lerox WorkCentre 7235 PCL 6 Properties	?
General Sharing Ports Advanced Color Mar	nagement Security Configuration Options
Enable Account Setup	
A <u>c</u> count Mode:	Use <u>r</u> details:
User	User ID / Account ID
Detailed <u>U</u> ser Settings	
Restrict <u>H</u> eader / Footer Setting:	C <u>o</u> lor Mode:
Off	Color
<u>T</u> rueType Font Table	Cu <u>s</u> tom Paper Size <u>D</u> efaults
	OK Cancel Apply Help

Select 'Prompt User for Settings' and click [OK]

Specify User Settings:		Enter User Details	1	
Use Login Name				
	Passcode:			
Jon			asscode	
		Account ID		
§iling ID:	Hasscode:	OK Cancel	<u>H</u> elp	
Promot Lloor for Settings		This is the print dialog	hox you	
Floing User for Settings		will see appear when	/ou print.	
✓ Display Previous User Detail:	s		ou printi	
✓ Hide User ID (***)		Just enter your Client I	Just enter your Client Ref in the	
✓ Hide User ID (***)		Just enter your Client I	Ref in th	

Click [OK] again to complete the driver configuration and attempt to print from your application.

You will need to enter your Client Ref the first time you print but it should be remembered from then on. You will also need to enter your Client Ref at the device as the job is sent down as a secure print job.

Driver Installation & Configuration Complete