

Ready Reference 010417

Secure Printing on Canon Printer

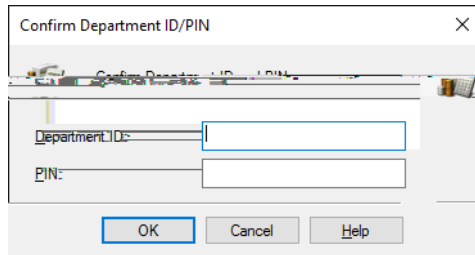
Introduction

The following p MIC ence

type a **numeric password** (Enter any numeric password. You will use this number for the *Retrieving a Secured Print Job* section.)
click **OK** and then click **OK** again
click **Print**

A box may appear with the name of the document, your username and the pin already populated. If it does, click **OK**.

The confirm department ID/Pin box displays.



type _____ in the respective boxes and click **OK**

Retrieving a Secured Print Job

When you go to the Canon printer, be sure to click on the button that says “Main Menu” that is located on the upper left corner of the printer.

type **your D**
tap **Secured Print**
tap to **select your document**
tap **Secured Print** (bottom right corner)
type **your numeric password** (This is your number that you created earlier.)
tap **OK**
tap **Logout**