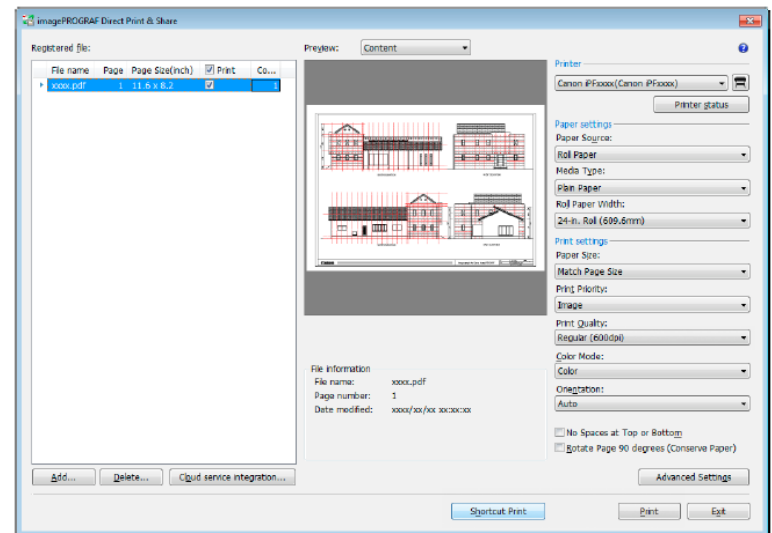# Canon imagePROGRAF

Direct Print & Share
Large Format Printing Software

TAVCO
Services, Inc.

Free - 34 Page
Information Guide Includes:

- Direct Print and Share installation guide

- DPS User Guide

- Cloud User Guide

- Instructions for use with AutoCAD

www.tavco.net

Information Guide

imagePROGRAF Direct Print & Share Guide

	imagePROGRAF Direct Print & Share Guide	Ver. 2.0

TAVCO
Services, Inc.

Canon Inc.

866-254-8590

www.tavco.net

1. Features of imagePROGRAF Direct Print & Share

The features of imagePROGRAF Direct Print & Share are as follows.

- Note that "imagePROGRAF Direct Print & Share" is referred to as "Direct Print & Share" in this manual.

1. You can print your PDF documents and drawings, JPEG and TIFF images, or HP-GL/2 format drawings directly, without opening each application.

    - Encrypted PDF are not supported.

2. You can confirm the print layout by using the preview. Also, you can make print settings without opening up driver properties.

3. You can print files without displaying the Direct Print & Share screen by creating a shortcut print icon and dropping the files onto the shortcut print icon.

4. Since it is possible to print multiple files at the same time, you can efficiently print a large number of drawings and images.

5. Direct Print & Share allows you to access cloud storage, upload and download files, and print the files.

    - Cloud storage is compatible with "Google Drive" and WebDAV compatible cloud storage.

       - Access to cloud storage is only guaranteed for "Google Drive".

    - To use the cloud service, you first have to create an account for the cloud service.

    - Printers that can print from Direct Print & Share are Canon imagePROGRAF series printers.

6. You can share files with other users after uploading them to cloud storage. E-mail notifications are sent to users to share files at the same time uploads are made. (Google Drive only)

    - Although it is not possible to preview or print file types other than PDF, JPEG, TIFF, and HP-GL/2, you can still upload them to cloud storage.

7. By using a plug-in, drawings made in Autodesk AutoCAD are automatically registered to the Direct Print & Share file list. Direct Print & Share makes it easy to print the drawings you made as well as share them with other users through cloud storage.

- For details on how to use Direct Print & Share, refer to the Help.

- Read the Readme file for cautions regarding using Direct Print & Share. Click the icon in the top left of the main window, then open the About imagePROGRAF Direct Print & Share dialog box from the menu and click Readme to display the Readme file.

2. Installation Procedure

The procedure for installing Direct Print & Share is as follows.

1. Unpack the downloaded file.

2. Run ipfdps32_2.0.0_setup.exe in 32-bit Windows systems or ipfdps64_2.0.0_setup.exe in 64-bit Windows systems.

3. The installer starts.
   Click the **Next** button.
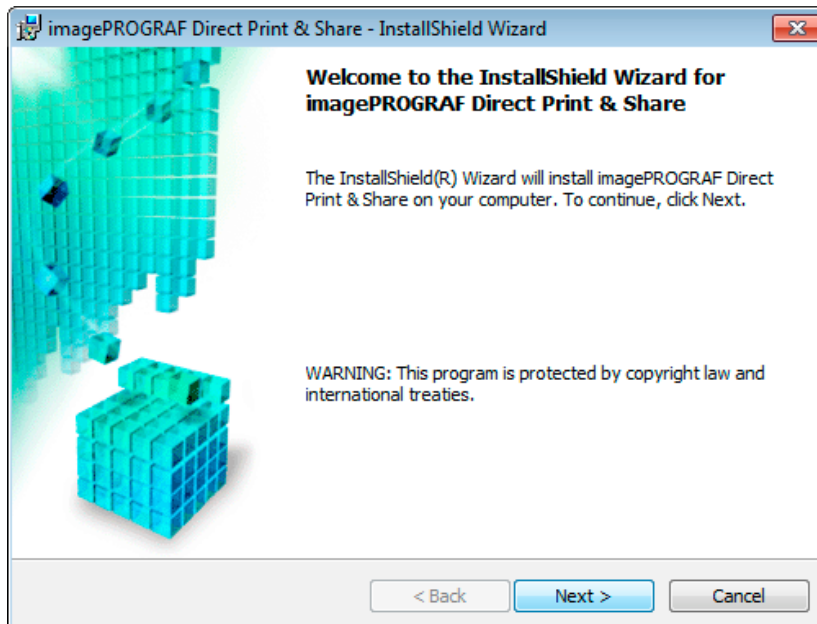
4. The **License Agreement** is displayed.
   Select **I accept the terms in the license agreement** and then click the **Next** button.
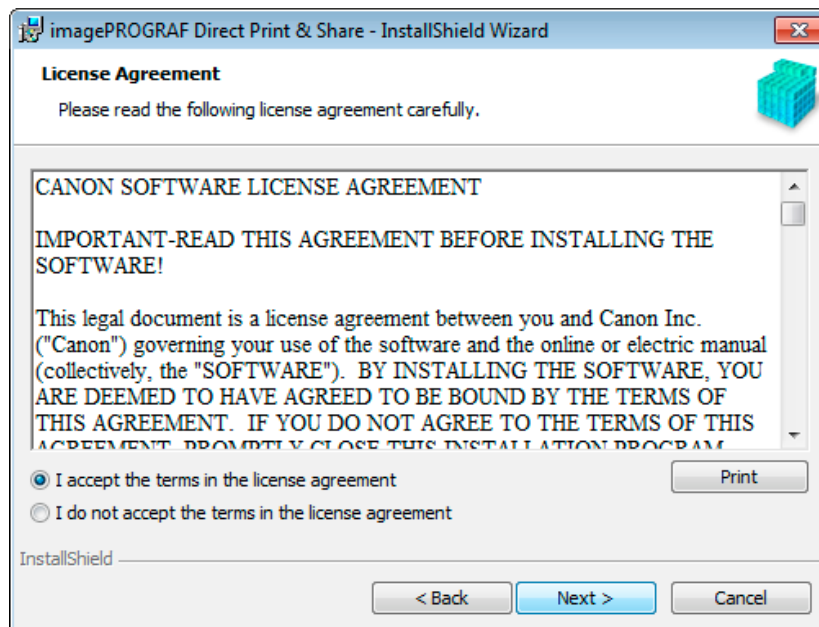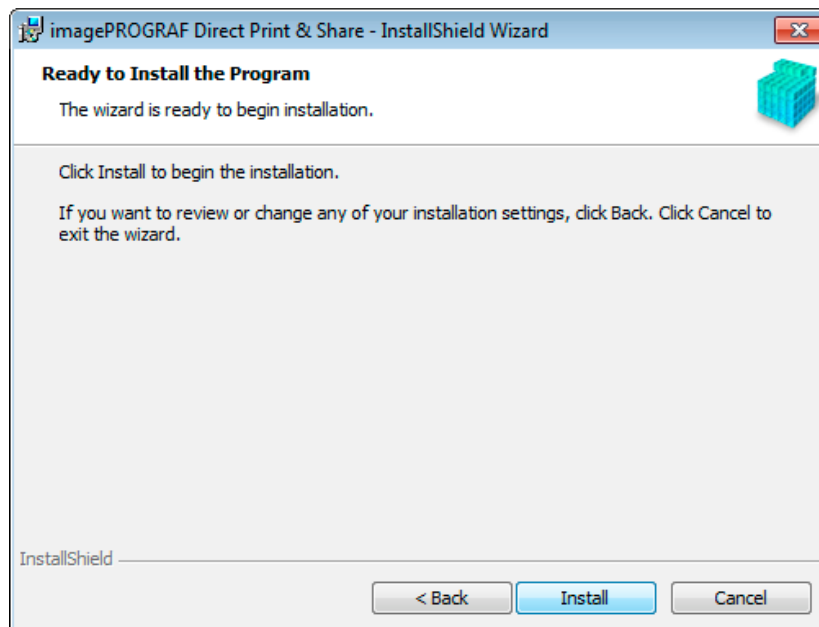
5. The **Destination Folder** is displayed.

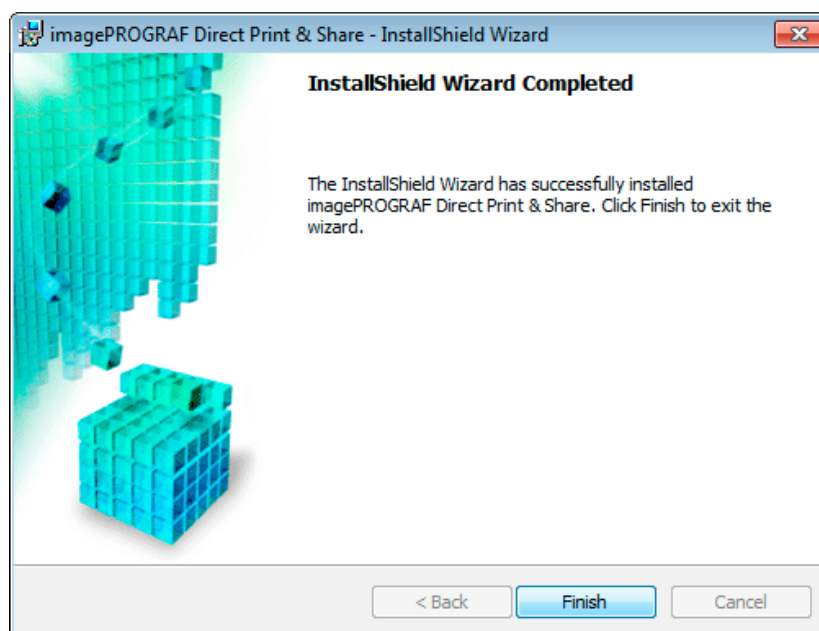   Specify the installation destination and click the **Next** button.
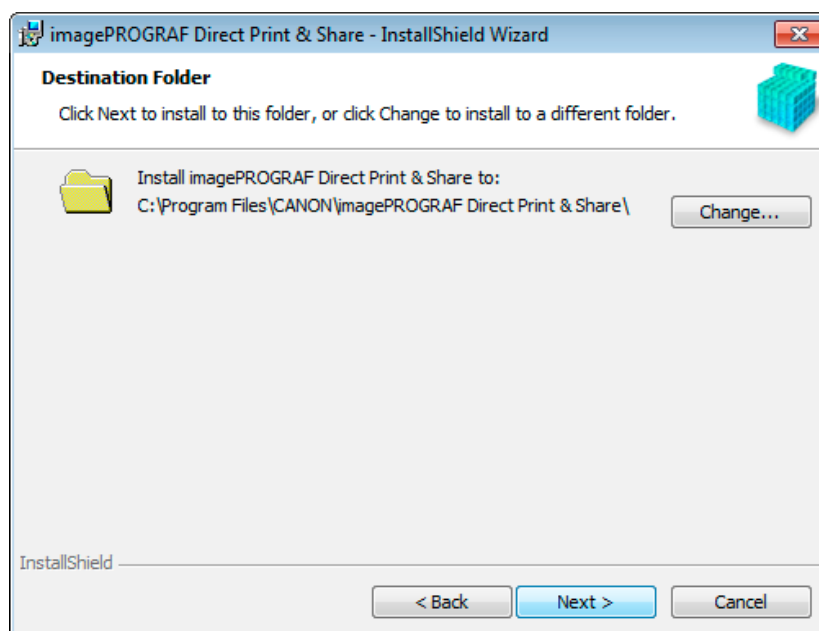
6. Click the **Install** button.

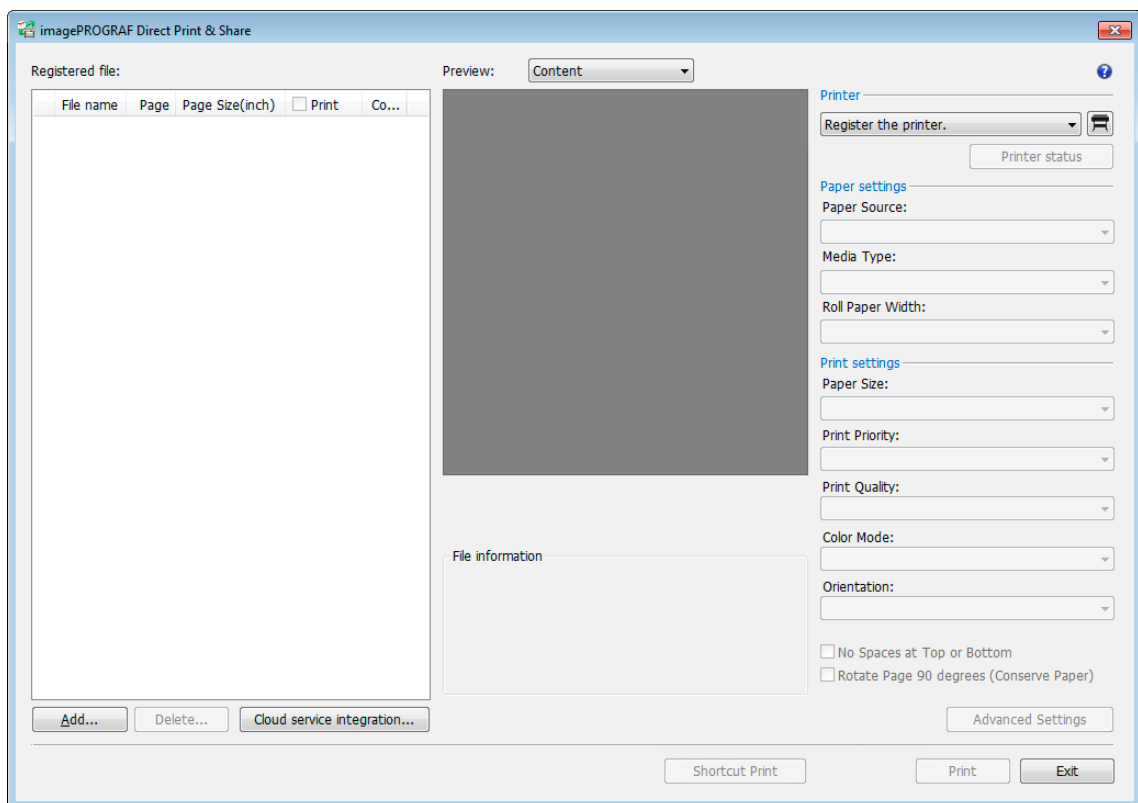The installation begins.

7. Click the **Finish** button.

This completes the installation of Direct Print & Share.
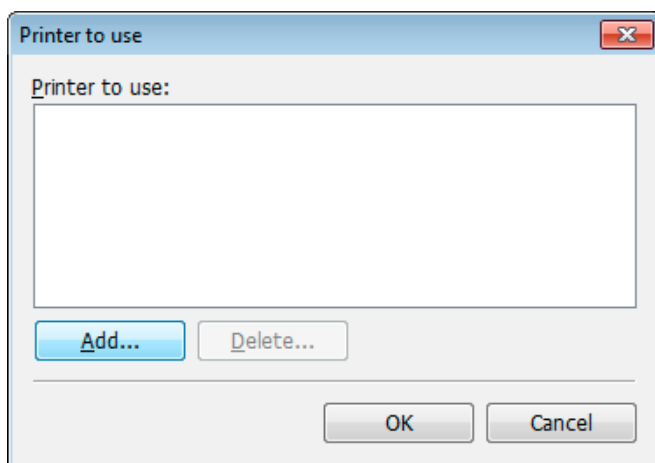
3. Printing

3.1 Registering the Printers to Use

Printers to be used in Direct Print & Share must be registered in the **Printer** pull-down menu.

To add a printer to the **Printer** pull-down menu, follow these steps.

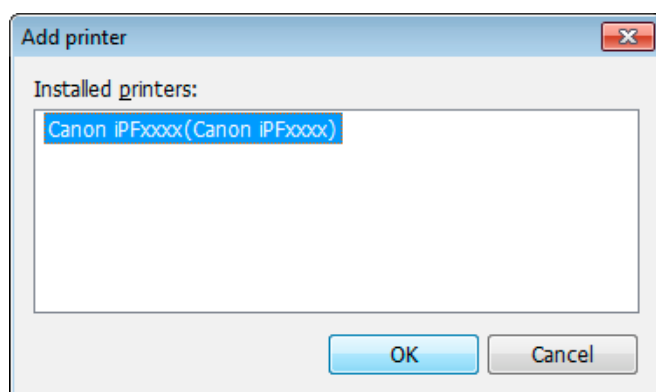1. Click the [icon] button in the main window.

2. The **Printer to use** dialog box is displayed. Click the **Add** button.

3. The **Add printer** dialog box is displayed.

   Select the printer you want to add from **Installed printers** and click the **OK** button.


- The printer drivers installed in your computer will be displayed in **Installed printers**. If you want to add a printer to **Installed printers**, install the desired printer's printer drivers on the computer you are using.

4. Make sure that the printer you selected in the **Printer to use** dialog box has been added, and then click the **OK** button.
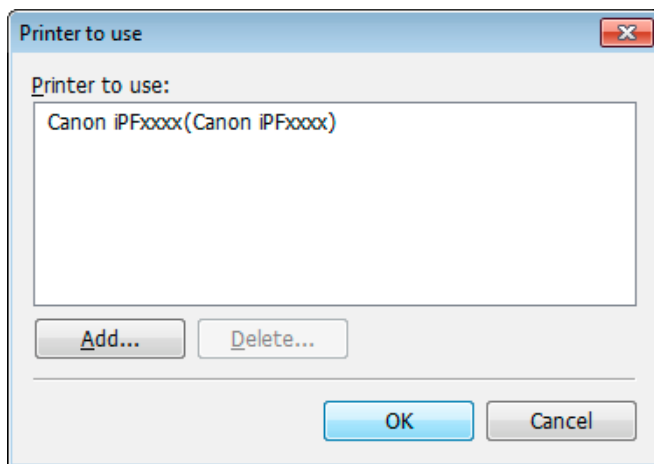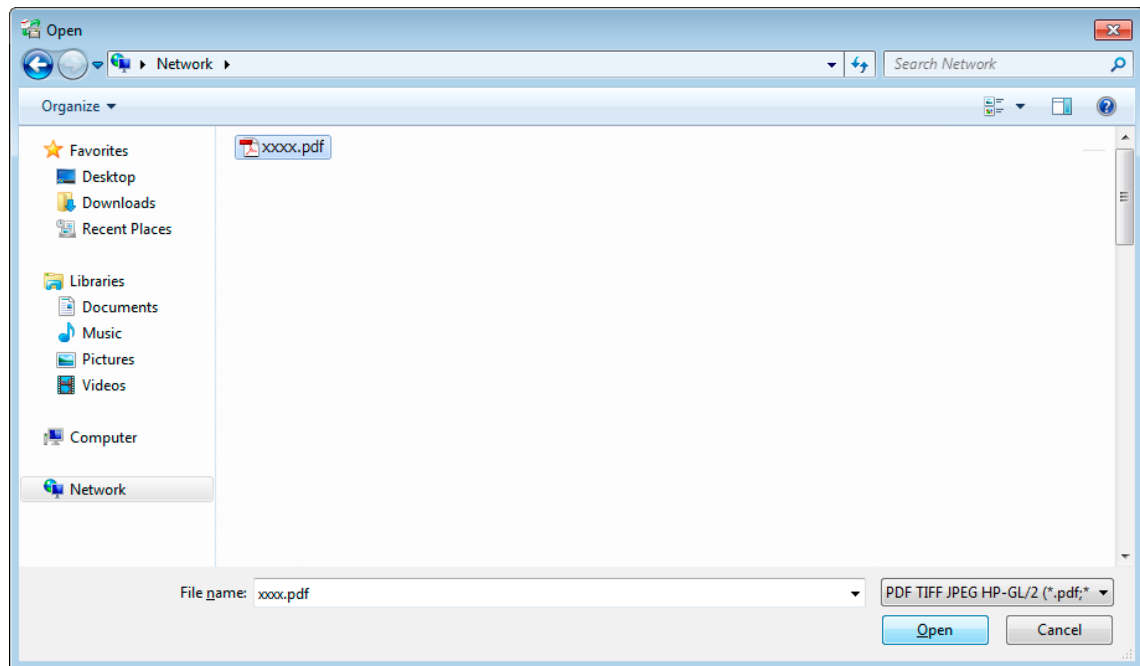
The printer will be added to the **Printer** pull-down menu.

3.2 Add files that you want to print

1. Click the **Add** button in the main window.
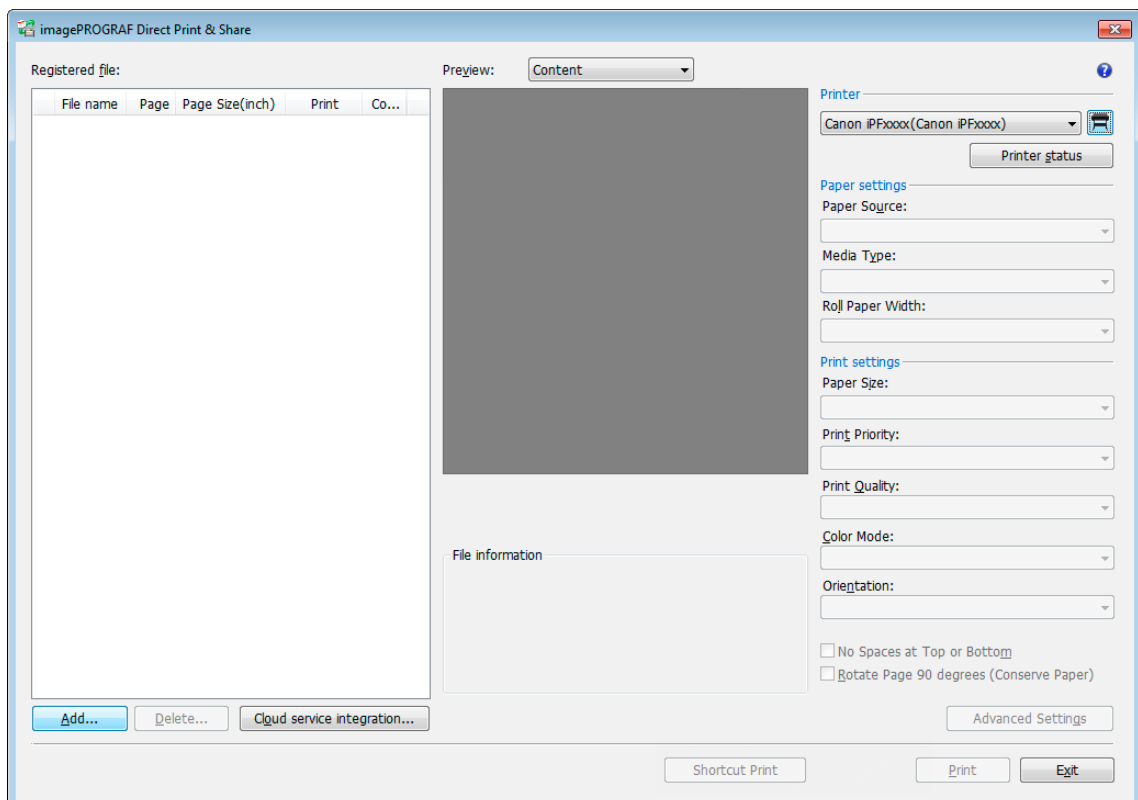
2. Select the file you want to print and click the **Open** button.

The file is added to the **Registered file** list.

3.3 Creating a shortcut print icon

You can create an icon that allows you to print by dropping print data onto it. When printing by running Direct Print & Share, you do not need to create an icon using this procedure.

You can create multiple shortcut print icons to suit the print settings.

1. Select the file you want to print in the main window and change the settings as needed in the print settings area on the right side of the main window.
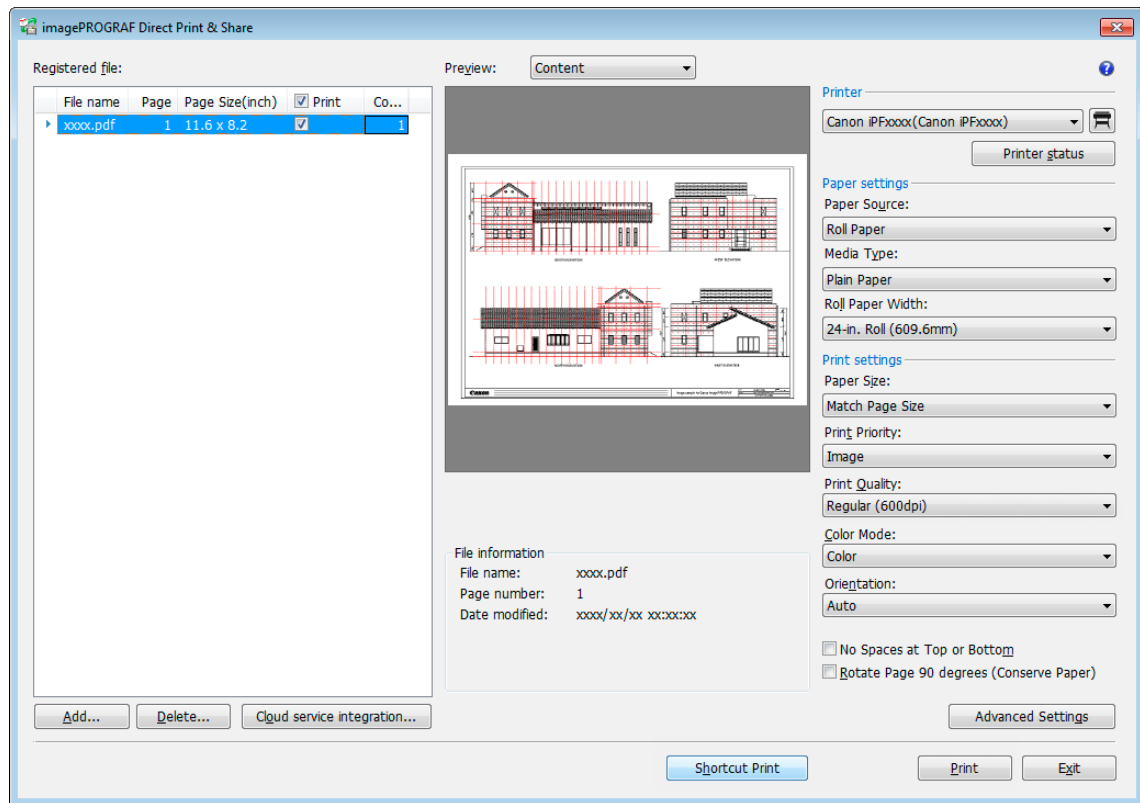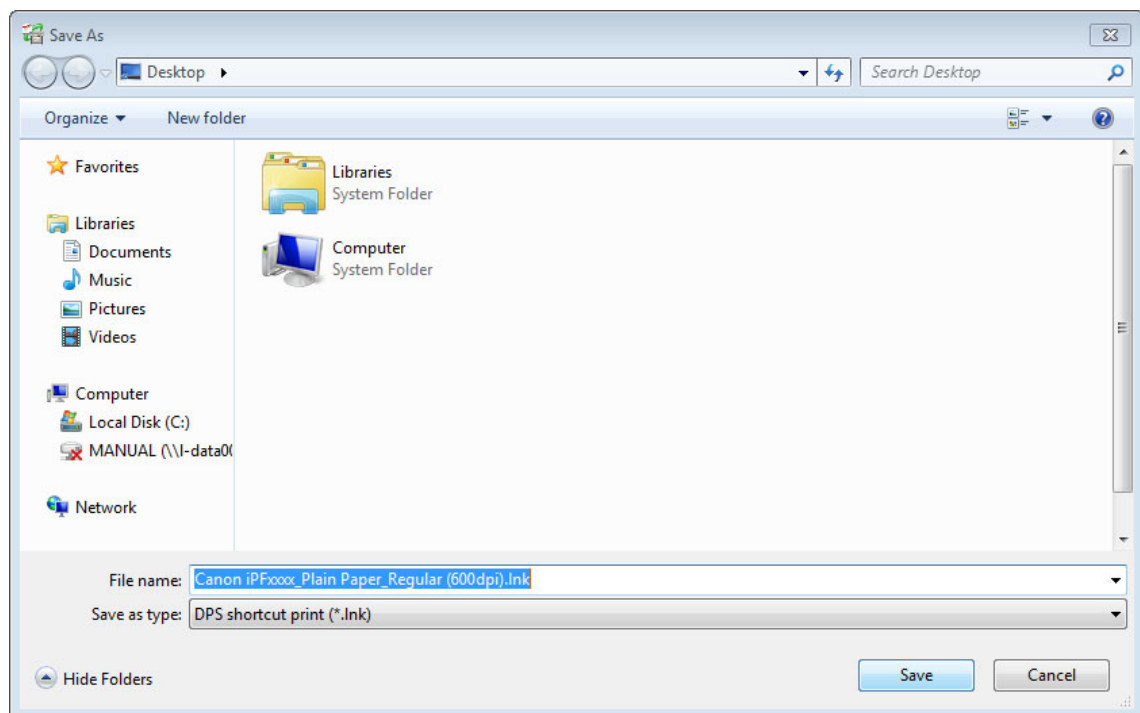
2. Click the **Shortcut Print** button.

3. The **Shortcut Print** dialog box is displayed.

   Select the type of icon to create and click the **Next** button.
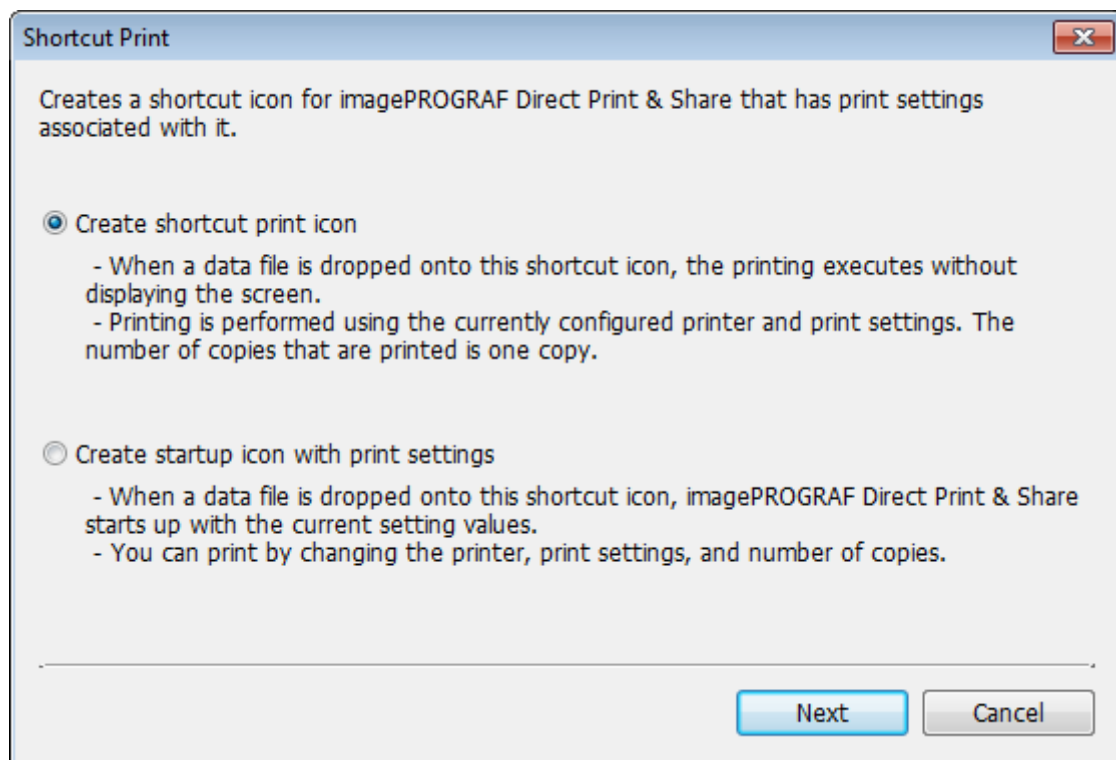
4. The Save As dialog box is displayed.

Enter the icon name to create in **File name** and click the **Save** button.

The created icon is added to the folder specified in the Save As dialog box.
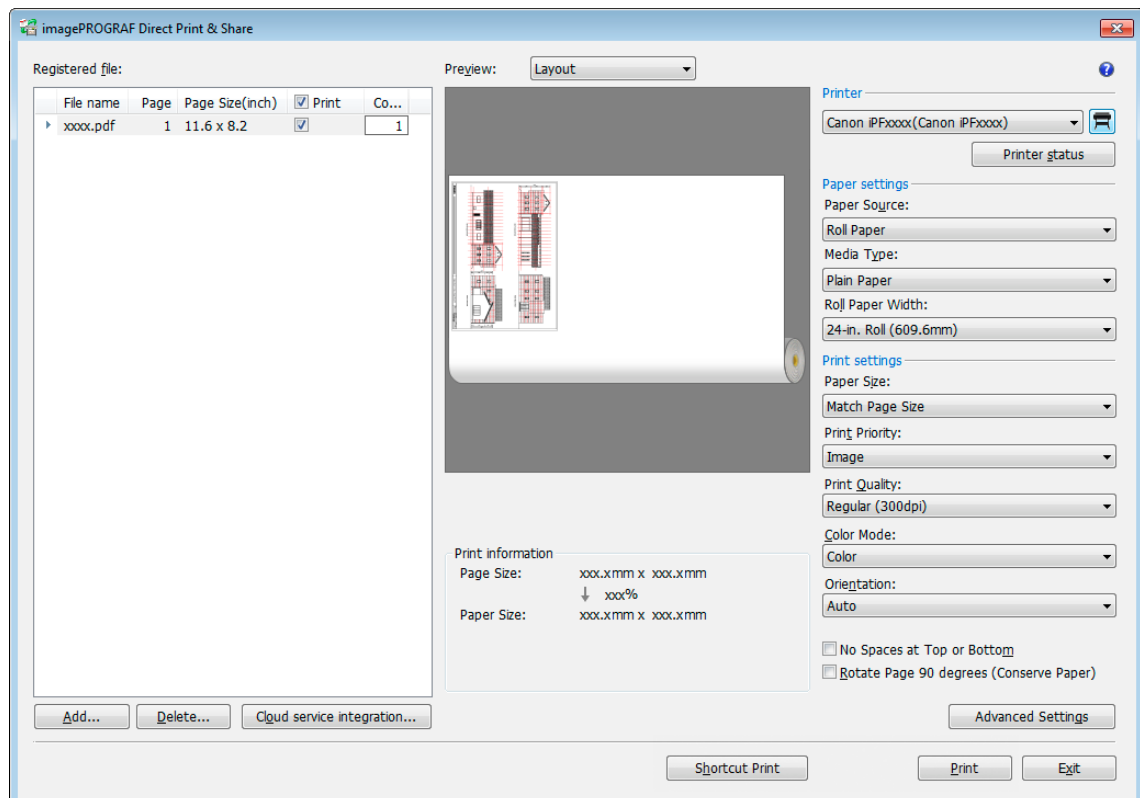
3.4 Printing

The available methods for printing files using Direct Print & Share are to print by running Direct Print & Share or to print by creating a shortcut print icon and dropping the files onto the shortcut print icon.

### Printing by running Direct Print & Share

1. Select the file you want to print in the **Registered file** list.

    A preview of that file is displayed in the preview area.

    By selecting a **Layout** in the **Preview**, you can preview what the file layout will look like on paper and page size, paper size, output resolution, etc. will be displayed in **Print information**.


2. Configure settings such as the paper source and print quality as needed in the printer settings area on the right side of the main window.

3. Turn on the **Print** check boxes for the files you want to print in the **Registered file** list of the main window. Enter the number of copies of each file to print and click the **Print** button.
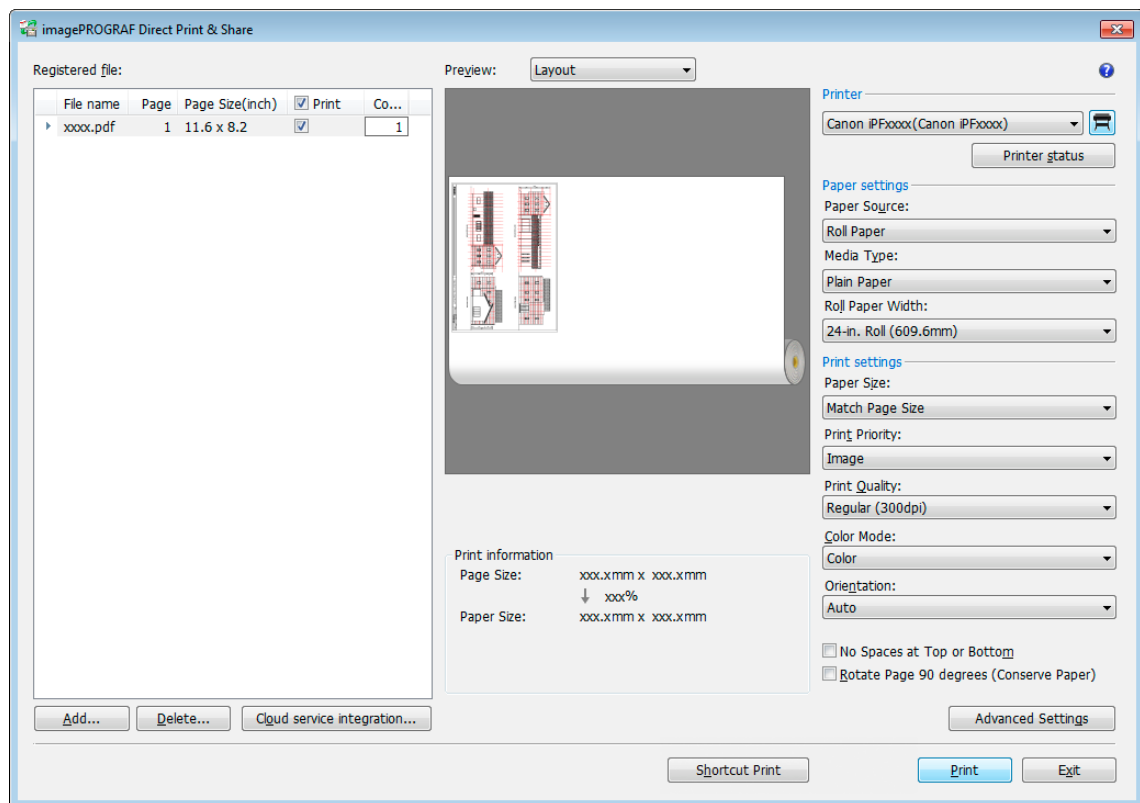
Printing begins.

Printing by dropping files onto a shortcut print icon

1. Drop the file onto the shortcut icon.
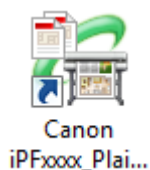
Printing begins.

The print status can be checked using Status Monitor. Furthermore, if you want to stop printing in the middle, you should stop the printing using Status Monitor.
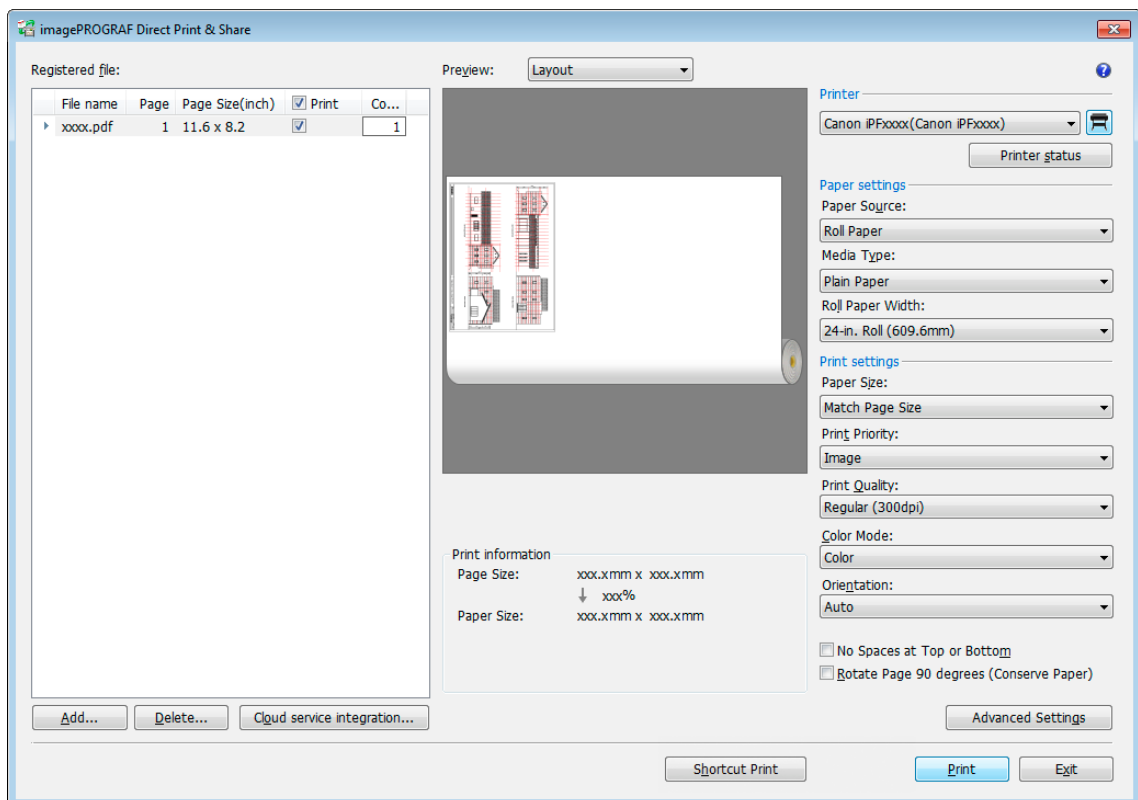
Printing by dropping files onto an icon for starting with attached print settings

1. Drop the file onto the icon for starting with attached print settings.

Canon
iPFxxxx_Plai...

2. The Direct Print & Share main window starts up.

   Enter the number of copies to print for each file and click the **Print** button.
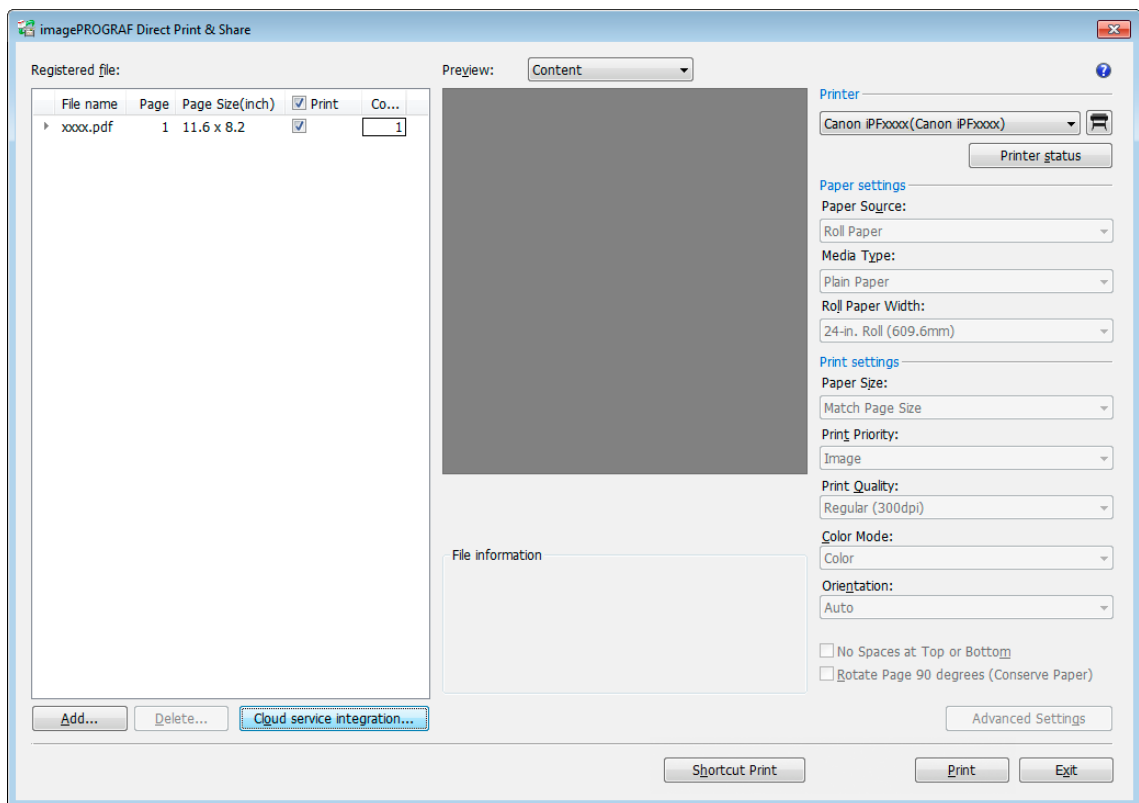

Printing begins.

4. Using the Cloud Storage

### 4.1 Adding cloud storage that supports WebDAV

You can use cloud storage that supports WebDAV as cloud storage. If you are using Google Drive, you do not need to perform this procedure because Google Drive is registered in advance.

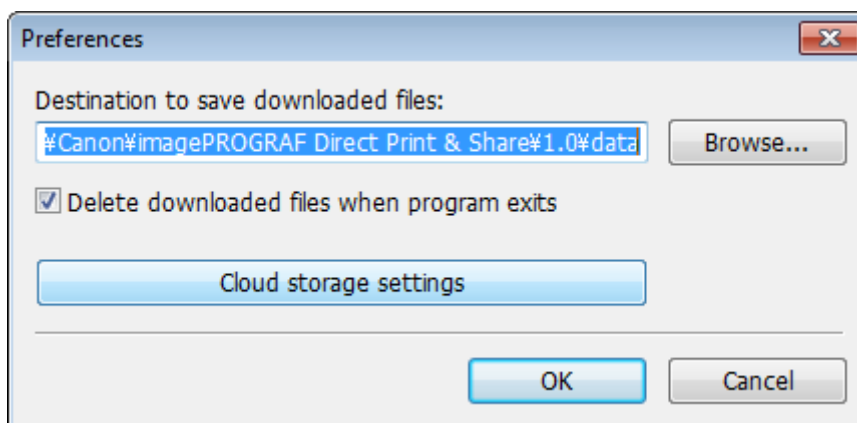1. Click the **Cloud service integration** button in the main window.

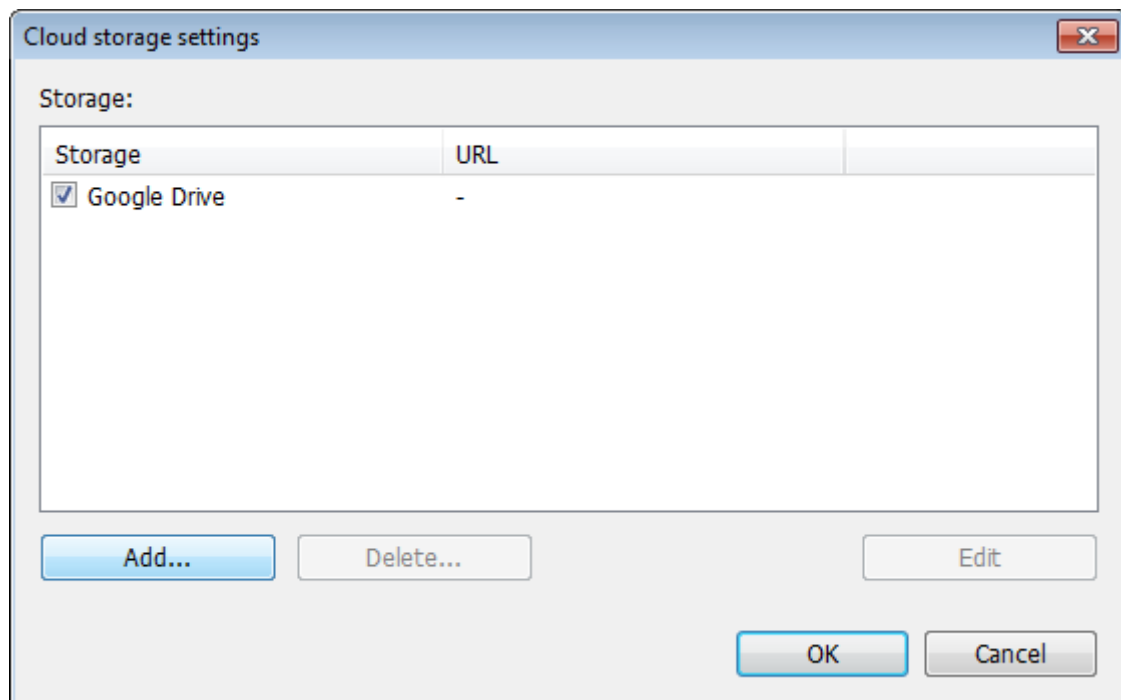2. The **Cloud service integration** dialog box is displayed.

Click the ⚙ button.
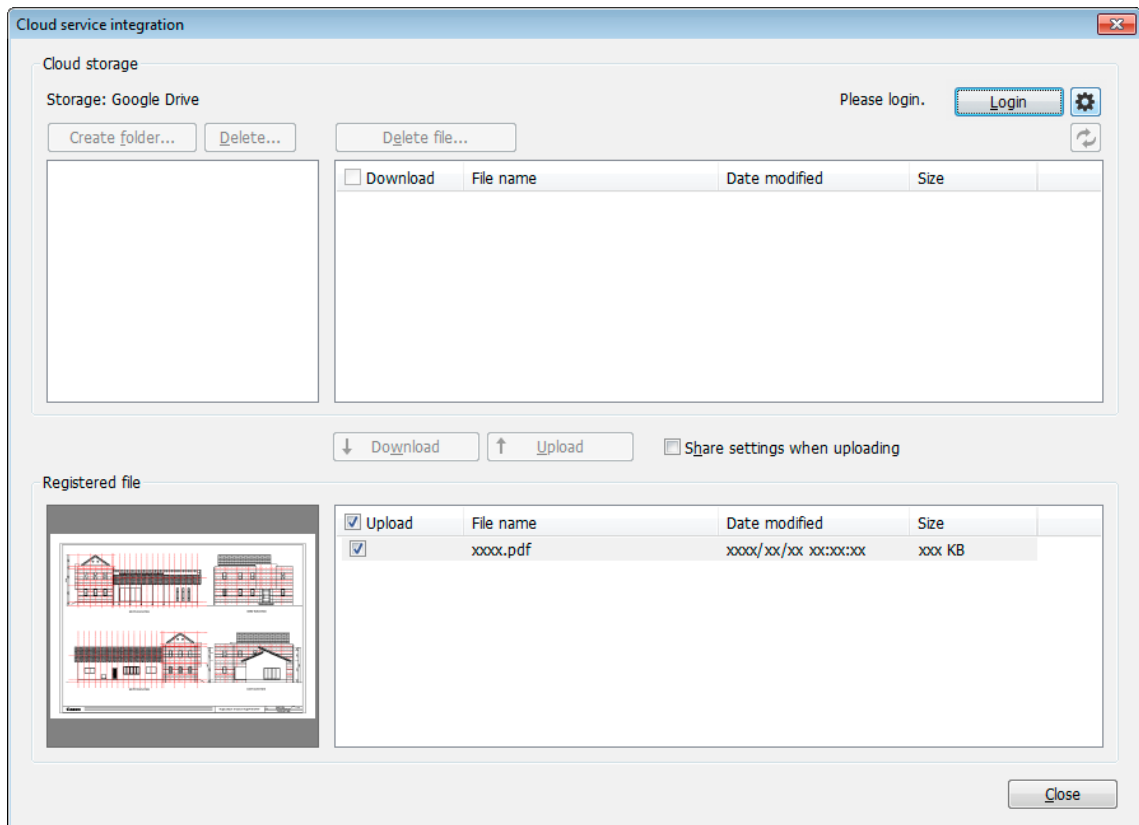
3. The **Preferences** dialog box is displayed.

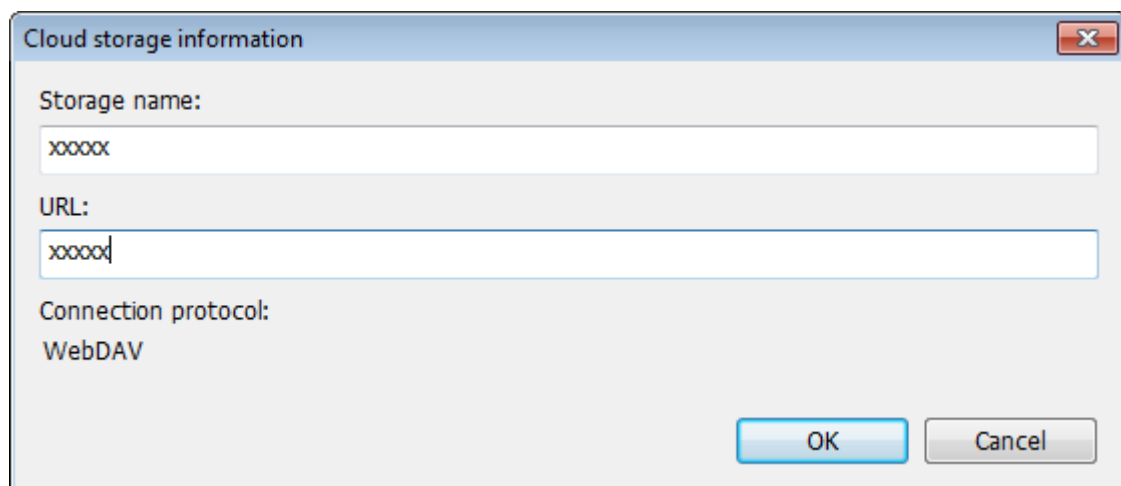   Click the **Cloud storage settings** button.

4. The **Cloud storage settings** dialog box is displayed.

   Click the **Add** button.

5. The **Cloud storage information** dialog box is displayed.

   Enter the cloud storage name in **Storage name** and the URL for connecting to WebDAV in **URL**, and then click the **OK** button.
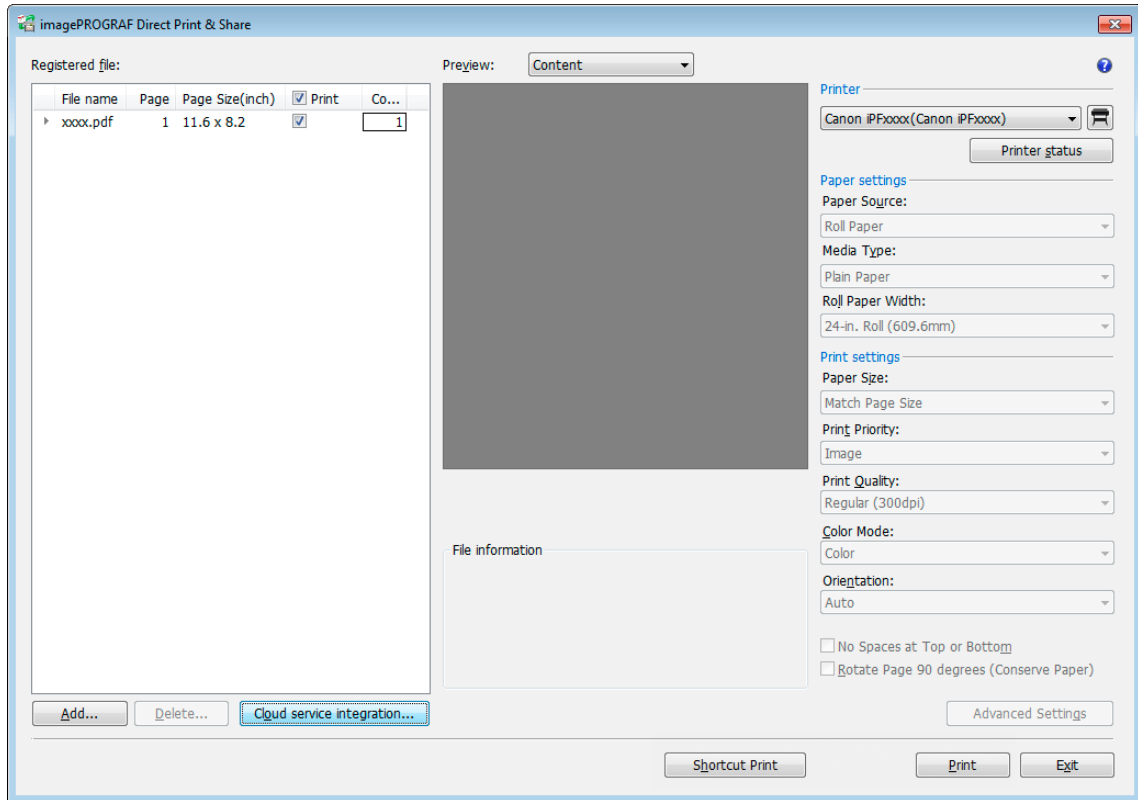

4.2 Log into the cloud service

In order to start downloading from or uploading to cloud storage, you must be logged into the cloud service.
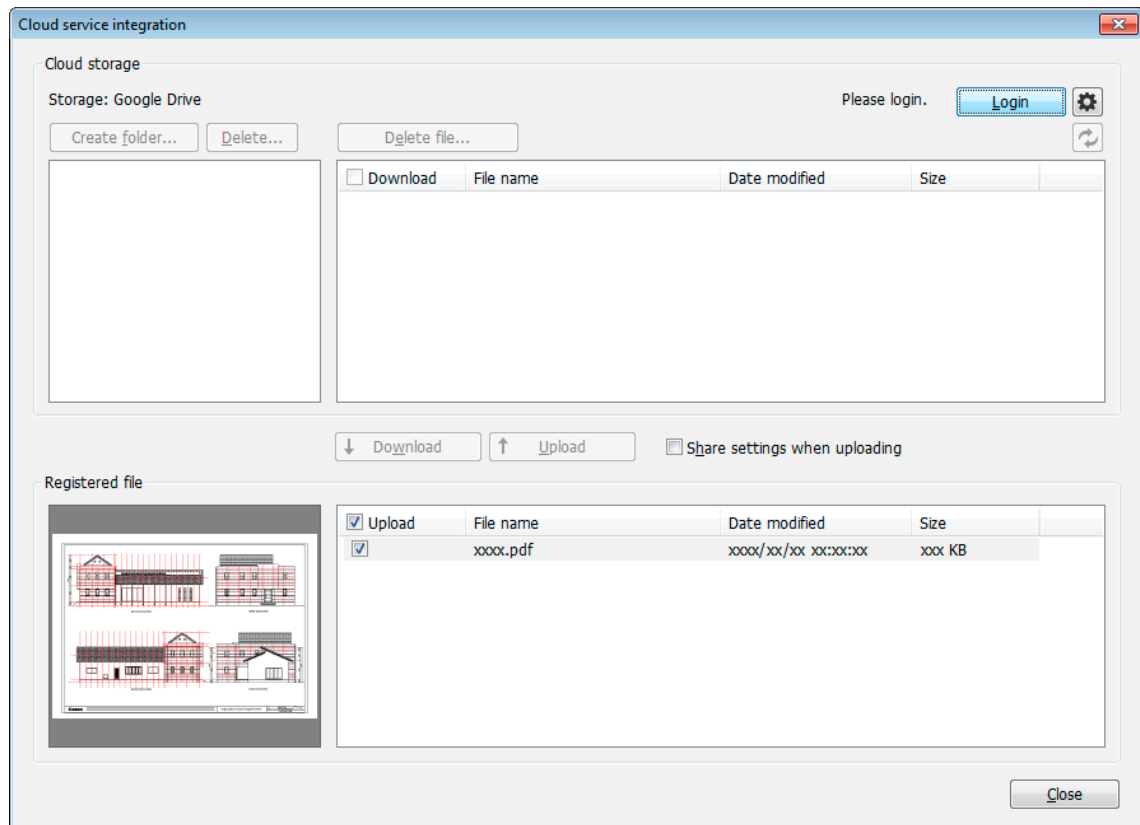
You first have to create an account for the cloud service.

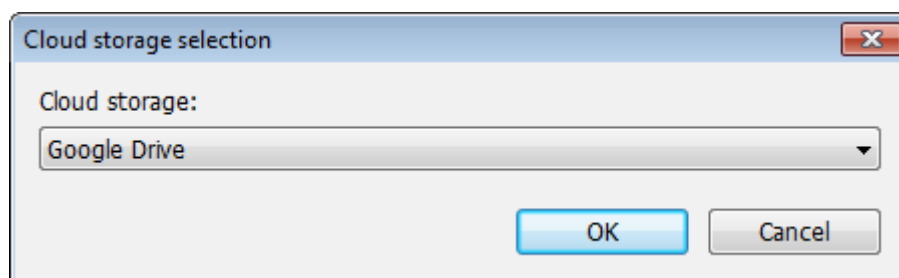Check that you can log into the cloud service using a web browser with the account you created.

1. Click the **Cloud service integration** button in the main window.

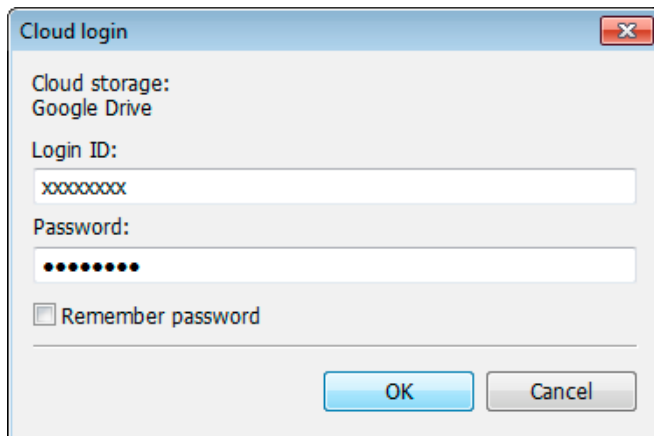2. The **Cloud service integration** dialog box is displayed.

   Click the **Login** button.

3. The **Cloud storage selection** dialog box is displayed.

   Select the cloud storage to log into and click the **OK** button.

4. The **Cloud login** dialog box is displayed.

   Enter your account login ID and password for cloud service that is displayed in **Cloud storage**, and then click the **OK** button.

Once you have logged in, the **Login** button changes to the **Logout** button and your login ID is displayed next to the button.

4.3 Upload files to cloud storage

1. If the files you want to upload to cloud storage are displayed in **Registered file** in the **Cloud service integration** dialog box, proceed to step 4.
   If they are not displayed, click the **Close** button to close the **Cloud service integration** dialog box.

2. Click the **Add** button in the main window and add the files you want to upload to the cloud storage to the **Registered file** list.

3. Click the **Cloud service integration** button to open the **Cloud service integration** dialog box.
   Check that the files you want to upload are displayed in **Registered file**.

4. If you intend to upload a file to share it with other users, turn on the **Share settings when uploading** check box. (Google Drive only)
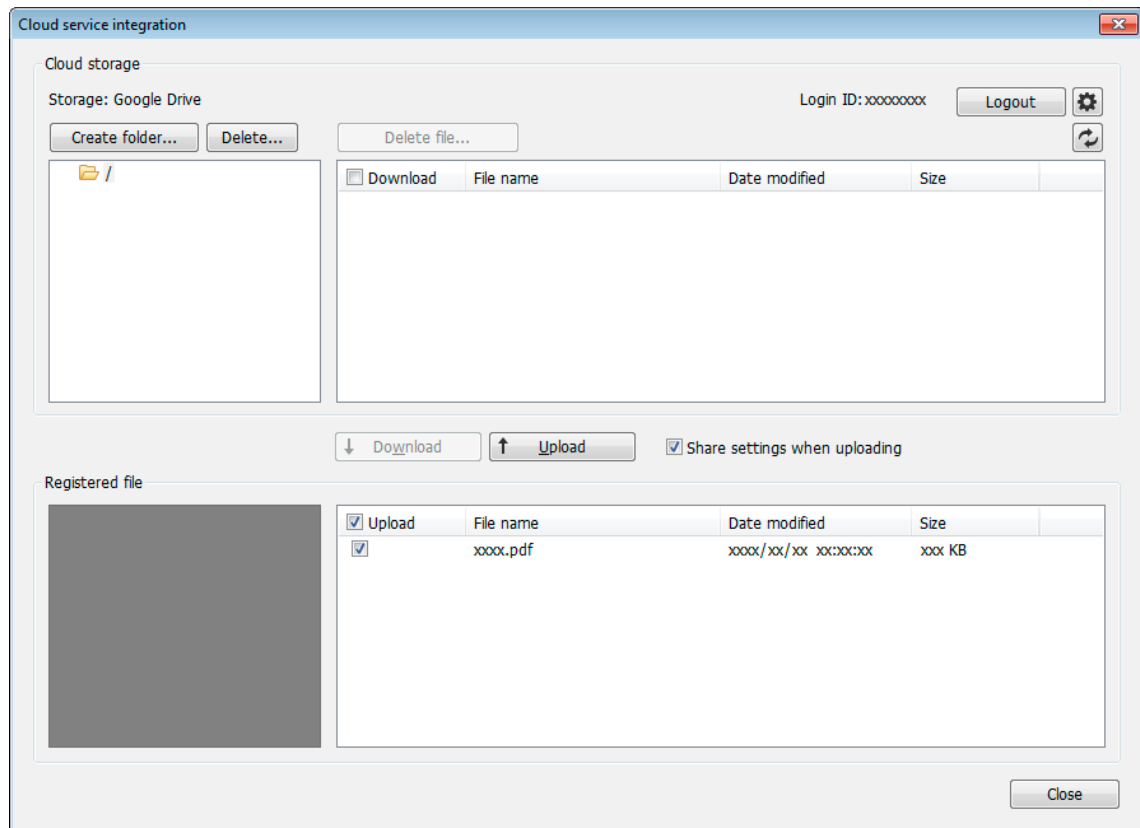
5. Turn on the **Upload** check box for the file you want to upload and click the **Upload** button.
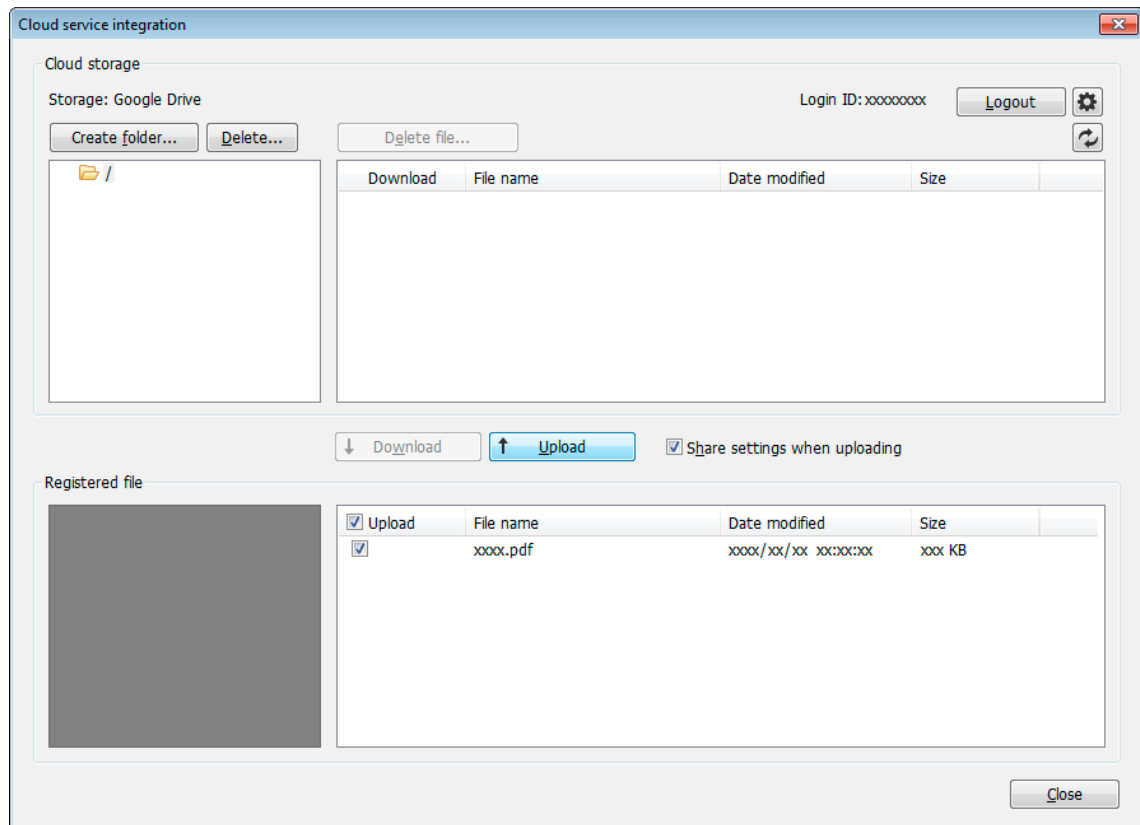
If the **Share settings when uploading** check box is turned on, the **Share settings** dialog box will be displayed. Make any necessary settings. (See "Share files with other users (Google Drive only)")

The **Upload** dialog box will be displayed and your uploads will begin.

When uploading completes, the files you uploaded will be added to **Cloud storage**.

Share files with other users (Google Drive only)

1. Register users with whom you want to share file uploads to the **Share user** list. If you want to add a user, click the **Add** button.
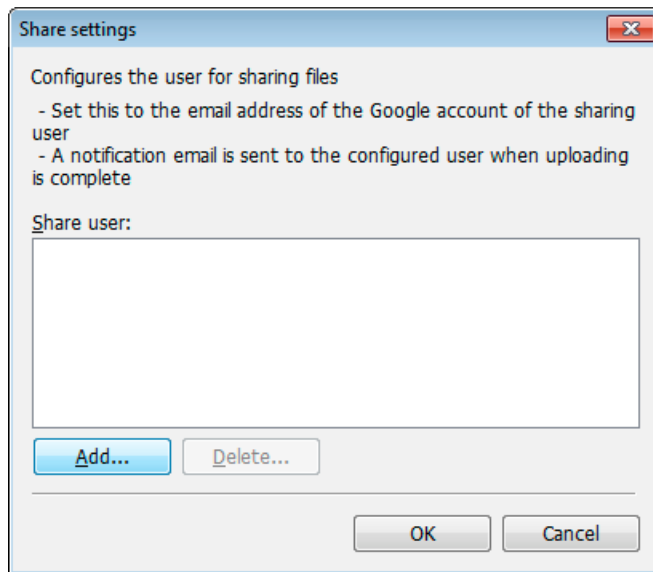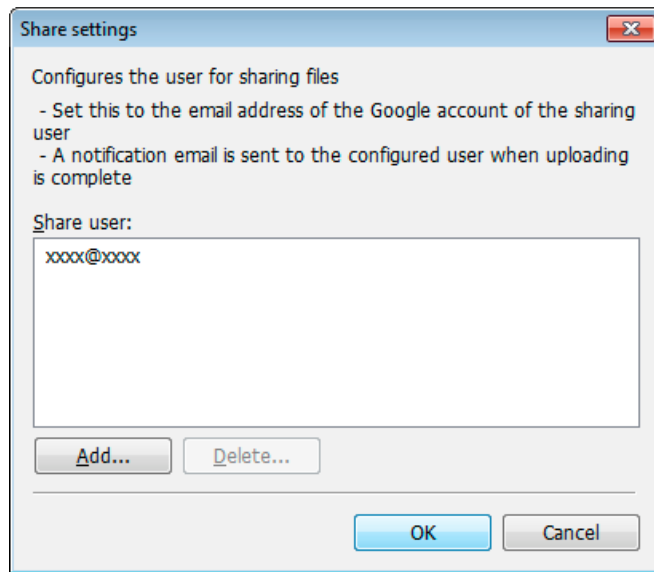
2. The **Add user** dialog box will be displayed.

   Enter the Google account e-mail address for the user with whom you want to share files.
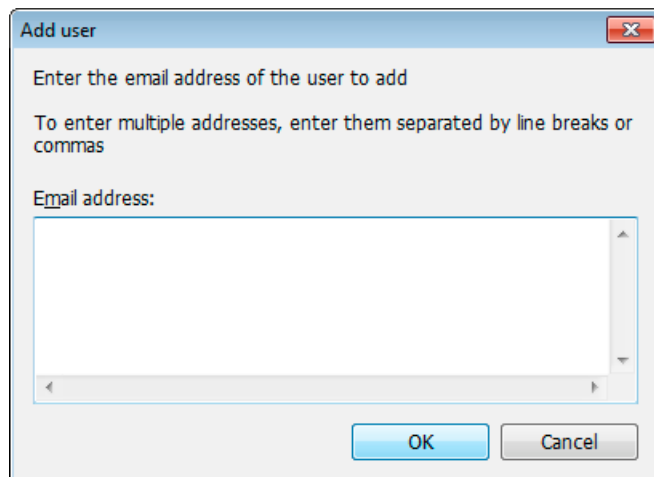
3. The added e-mail addresses will be displayed in the **Share user** list of the **Share settings** dialog box.
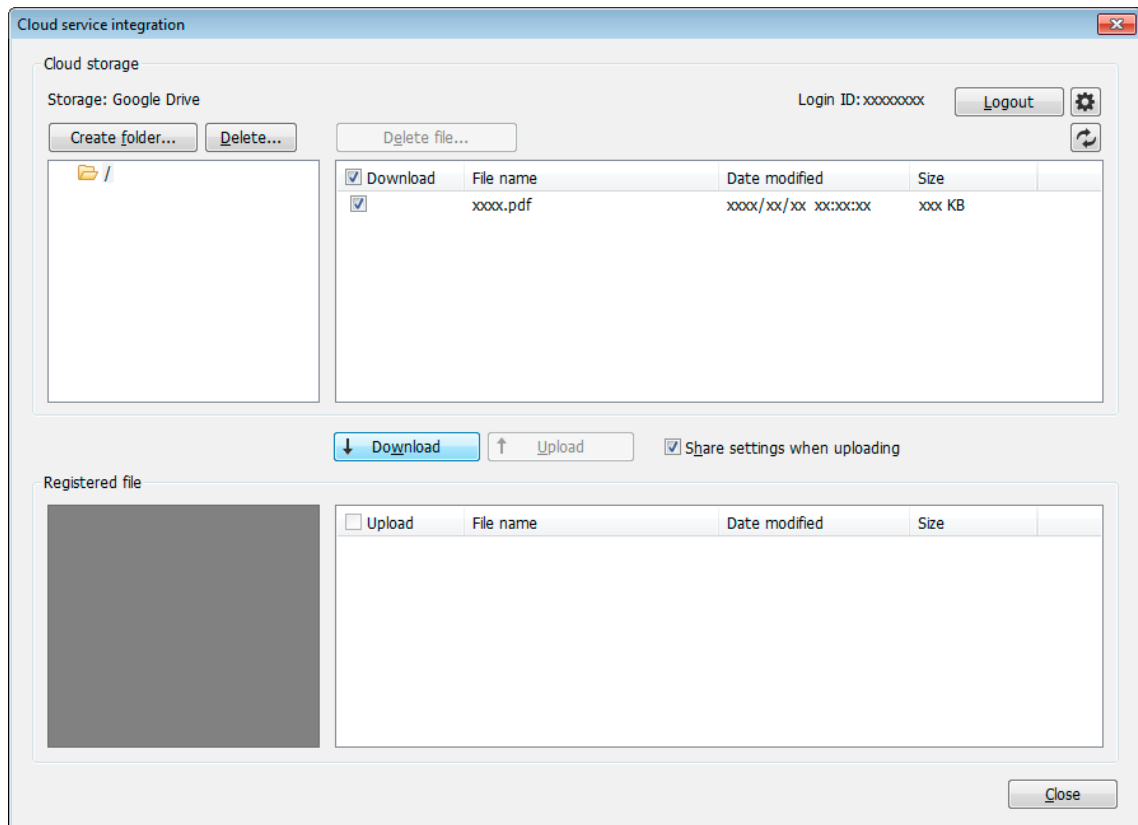
   Click the **OK** button.

The **Upload** dialog box will be displayed and your uploads will begin.

When uploading completes, e-mail notification will be sent to set users.

4.4 Download files from cloud storage

1. Turn on the **Download** check box for the file you want to download from **Cloud storage**.

2. Click the **Download** button.

The **Download** dialog box will be displayed and your downloads will begin.

When downloading completes, the files you downloaded will be added to the **Registered file** list.

Downloaded files can be printed from the main window.

5. Print from AutoCAD

If you install Direct Print & Share on a computer that has Autodesk's CAD software AutoCAD installed on it, a Direct Print & Share plug-in will be added to AutoCAD.

You can start Direct Print & Share from AutoCAD and easily print drawings and make uploads to cloud storage.

- You can use the AutoCAD plug-in with AutoCAD 2008 and later versions of AutoCAD.
- If you install AutoCAD 2011 or an earlier version of AutoCAD after installing Direct Print & Share, install the AutoCAD plug-in from the Direct Print & Share change install.

1. Open a drawing in AutoCAD.
 - Open AutoCAD's **Layout** space. The AutoCAD plug-in cannot be used from the **Model** space.

2. Click **Print and Preview** from either AutoCAD's ribbon menu or by right clicking and selecting it from the displayed menu.

3. The Direct Print & Share will start after the PDF files that reflect the layout of open drawings are generated.
 - If you want to change the layout of a PDF file, change the layout of the drawing in AutoCAD and then click **Print and Preview** again.

4. Confirm that the PDF file that was generated from the AutoCAD drawing is displayed in the **Registered file** list of the Direct Print & Share's main window.

   The generated PDF files can be printed and uploaded to cloud storage.

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TAVCO
## Services, Inc.

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Direct Print & Share

Cloud Portal Solution

Canon's Direct Print & Share software is a cloud portal solution that helps users to expand their printing workflow. Users are given the ability to scan and upload documents to their own account using Google's cloud service, and have those documents printed from almost anywhere††. Easily print PDFs, TIFFs and JPEGs through the user-friendly interface, and even have the ability to do batch printing! Direct Print & Share also comes with plug-ins for SmartWorks MFP V3 and AutoCAD software solutions. This can help integrate your imagePROGRAF printer and software and simplify cloud use by allowing files to be scanned, uploaded, downloaded and printed directly from these solutions, streamlining your workflow like never before!
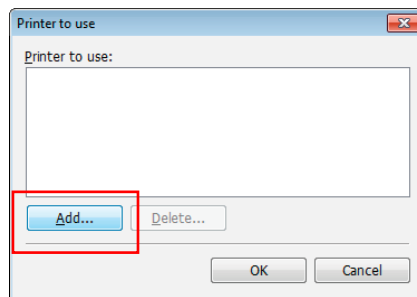
Registering a Printer

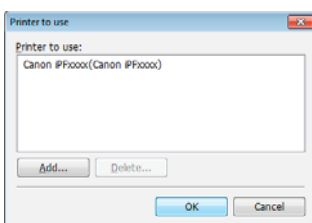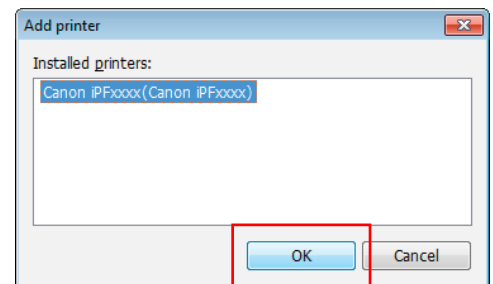1) Click the printer icon towards the top right portion of the screen.
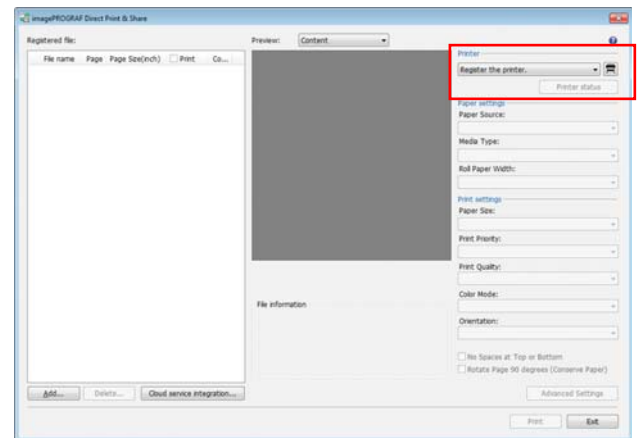
2) The **Printer to Use** dialog box will be displayed.
Click on the **Add** button.

3) The **Add Printer** dialog box will be displayed. Select the printer you want to add from the installed printers list and click the OK button. The printer will then be added to the "Printer" menu.

Printer Menu

Printing from Direct Print & Share

1) Click the **Add** button in the main window. Select the file you wish to print and click **Open**. The file will be added to the **Registered File** list.

> ## Note
> You can also drag and drop files into this window, or right-click on the file itself and select "send to -> imagePROGRAF Direct Print & Share" for hot folder capabilities.

2) Select the file you wish to print from the Registered File list. A preview of that file will be displayed in the preview area.*
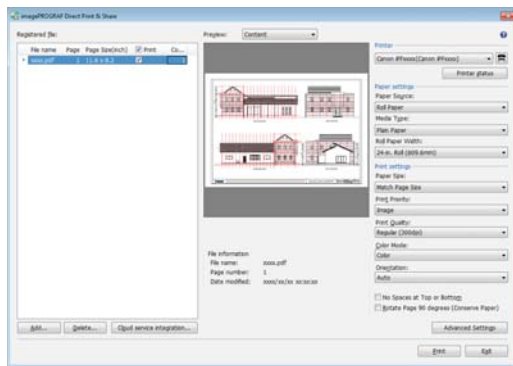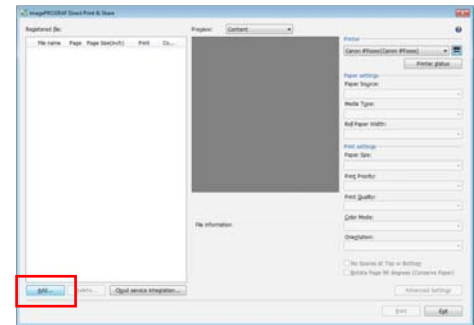
Paper Print Settings

> ## Tip
> If you select **layout** in the preview, you can preview exactly what the file will look like on the paper roll.

3) Configure settings such as the paper source and print quality as needed in the printer settings area on the right side of the main window.

4) Turn on the **print** check boxes for the files you want to print in the Registered File list of the main window. Enter the number of copies for each file you'd like to print, then click **Print**.
   -> This allows you to **batch print** multiple PDFs!
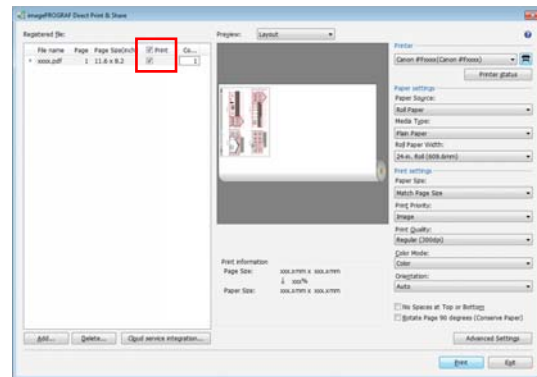
Using the Cloud Storage

In order to be able to download from or upload to the cloud storage, you will need to create an account through Google Drive.†† Check that you're able to log into the cloud service using your web browser and the Google account you've created.

1) Click the **Cloud Service Integration** button in the main window.
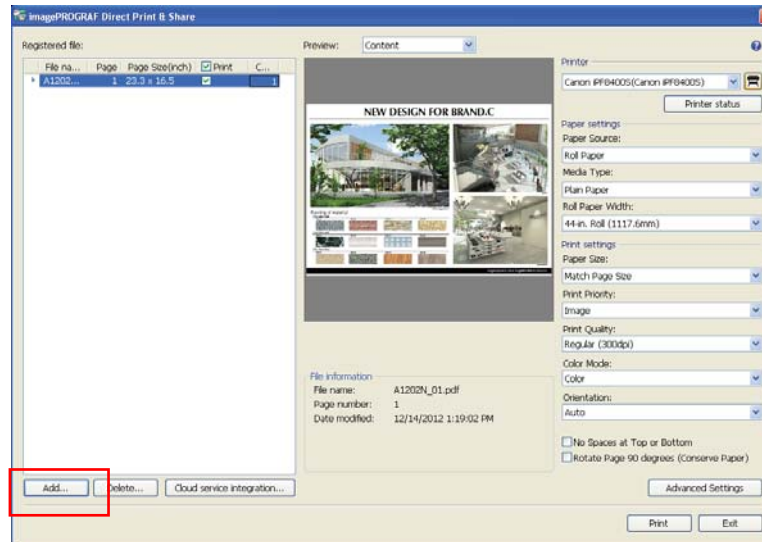
2) The Cloud Service Integration dialog box will be displayed. Click the "Login" button.

3) The **Cloud Login** dialog box is displayed. Enter the account login ID and password that you've created for the cloud service and click the **OK** button. Once you're logged in, the **Login** button will be changed to a **Logout button**, with your ID displayed next to that button.
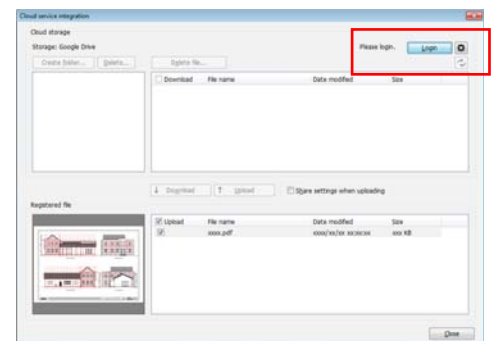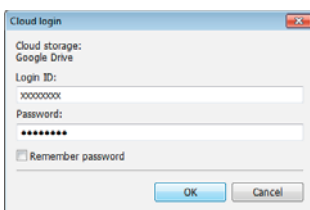
Uploading Files to Cloud Storage

1) Click the **Add** button in the main window and add the files that you would like to upload to the cloud storage to the **Registered File** list.

2) Click the **Cloud Service Integration** button to open the Cloud Service integration dialog box, and confirm that the files you want to upload are displayed in Registered File.

3) If you intend to upload a file for the purpose of sharing with other users, check off the **Share Settings When Uploading** check box.

4) Check off the **Upload** check box for the file(s) you wish to upload and proceed by clicking the **Upload** button.
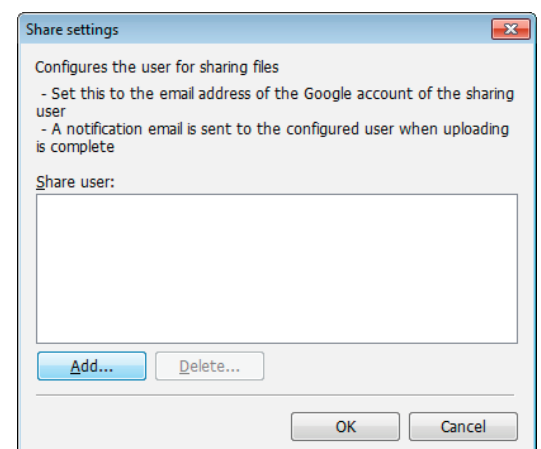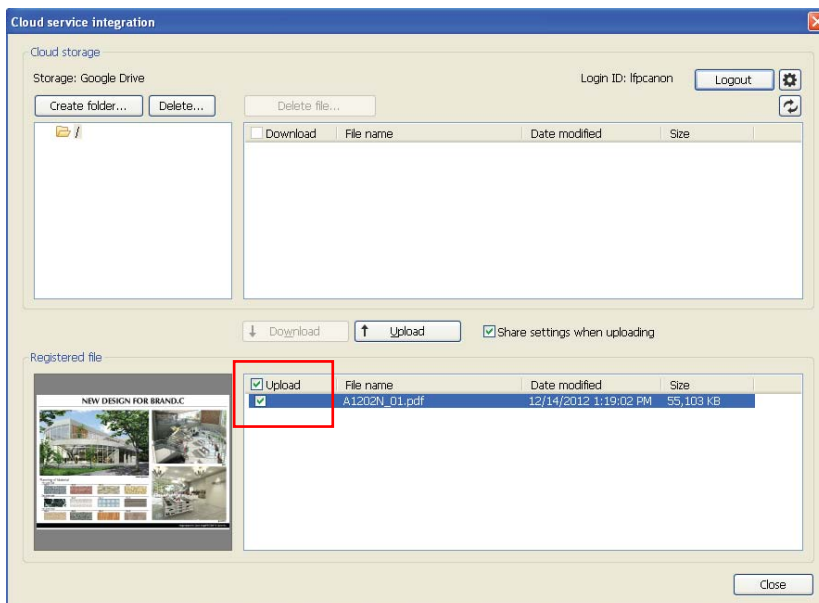

5) If the **Share Settings When Uploading** check box is checked off, the **Share Settings** dialog box will be displayed. Here you can register users with whom you wish to share file uploads to the **Share User** list.

6) The **Add User** dialog box will be displayed. Enter the Google account e-mail address for the user with whom you would like to share files.
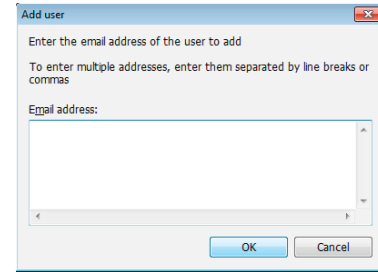
7) The added e-mail addresses will be displayed on the **Share User** list of the **Share Settings** dialog box. Click the **OK** button and the **Upload** dialog box should appear, indicating that your uploads have begun. When the upload is completed, an e-mail notification will be sent to the set users.
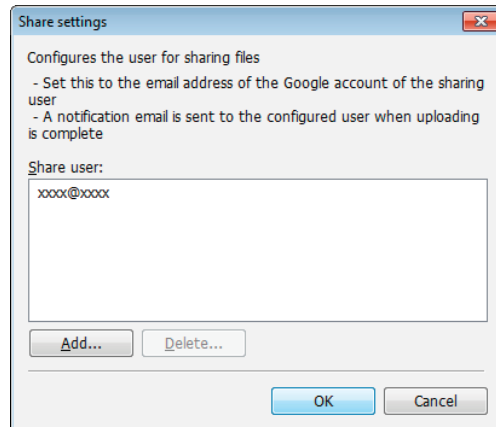
Downloading Files from Cloud Storage

1) Check off the **Download** check box for the file you would like to download from Cloud Storage.
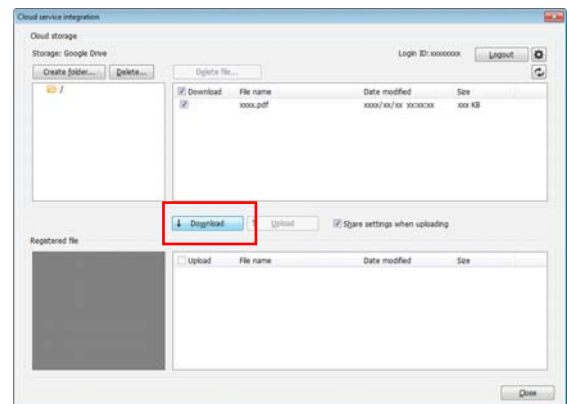
2) Click the **Download** button. The **Download** dialog box will be displayed and your downloads will begin.

3) When the download is completed, the files that you've downloaded will be added to the **Registered File** list. The downloaded files can now be printed from the main window.

†† You must open a Google Cloud account to take advantage of the cloud functionality. Storage capacity and any pricing thereof is based on Google's current offering and is at Google's discretion. Your Google Cloud account is subject to Google's terms and conditions, which is subject to change at Google's discretion. Neither Canon, Inc., nor Canon U.S.A., Inc. represents or warrants any third party product, service or feature referenced hereunder.

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