Installing Pharos Secure Printing on Windows
A step-by-step guide on how to:

• Install Ricoh printer driver and Pharos Secure popup
• Setup computer/laptop to print to Pharos machines

1. Click [here](#) to go to the CP Pharos website to download the printer driver
2. Scroll down to **CP Secure Printing Group** and click on **CP_Secure_Printing_Ricoh**

![Image of Pharos Secure Printing Group]

3. **Save** the file

![Image of Opening CPSecurePrintingRicoh_for_Lte.exe]

4. You can access the file by looking at your downloads in your internet browser, -OR-

![Image of Downloads]

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5. Click on your **Windows icon** in the bottom left corner of your screen and click on **Computer**

6. When the folder opens, click on the **Downloads** folder on the left hand side

7. Select the file titled **CPSecurePrintingRicoh_for_Lte**
8. When the popup appears, click **Yes**

![Image of the UI Account Control window with the Yes button highlighted]

9. When the installer window appears, click the **Install** button

![Image of the installer window with the Install button highlighted]

10. Once the download is complete, click on the **Finish** button to close the window – the driver and popup is now installed

![Image of the finished installation dialog box]

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11. Click on the **Windows icon** in the bottom left corner of your screen and click on **Devices and Printers**

12. Right click on the **Canon_Secure_Printing** icon and select **Remove device**

13. Right click on **Ricoh_Secure_Printing**
   a. **OPTIONAL:** You can select this as your default printer or you can leave it as is

14. After right clicking, select **Printer Properties**
15. Click on the **Accessories** tab and on the drop down menu, select **Aficio MP C2551** then click the **Update Now** button

16. After you click **Update Now**, you should see options for the printer model. Make sure the following options are selected: **Lower Paper Tray**, **Right Tray**, and **Finisher**

17. Click on **Apply** then **OK**

18. You are done downloading drivers for Windows