



## OnePrint Drivers for Staff PCs (Not Personal PCs)

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**Purpose:** Installing Printer Drivers for OnePrint Printer, on 9th Floor Reception Area

1.  **Open Software Center on your Work PC by going to the Windows Search bar and typing “Software Center”**
2.  **Find “VCU - OnePrint Secure” in the applications tab within Software Center, and open it.**
3.  **Install “VCU - OnePrint Secure” // Printer Drivers will be installed after complete**
4.  **When printing, you will see options for “Oneprint BW” and “Oneprint Color”. In certain application (Google Chrome) you may have to select “more options, if you do not see those available**
5. **Self-paced training to learn how to utilize features and functionalities are available at <https://elearning.csa.canon.com>**

**Serial Number: 2XW10919 model Number: ImageRunner Advance DX  
C5850i**

**Additional resources available at <https://oneprint.vcu.edu/>**

- 6. \*When you print, you will have to scan your VCU Badge at the printer and “release” the document to print\***