# Installing a Printer Driver (MAC)

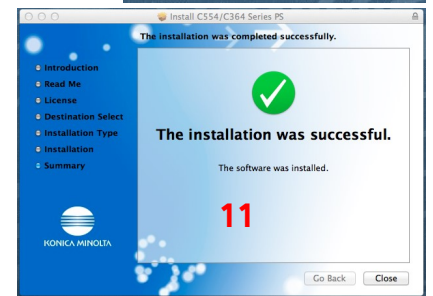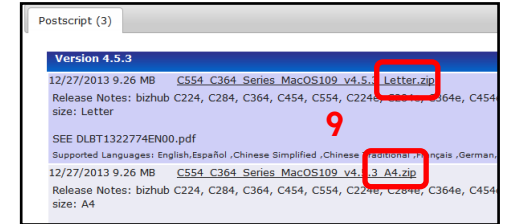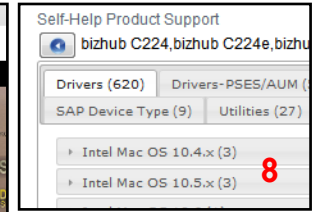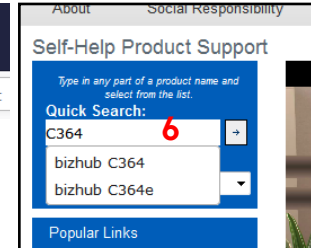|	
Make & Models:	Konica Minolta bizhub: INFO-Palette series (model numbers end in 4, 4e, 7, 8, & 9).
What's It Do?	There are 2 parts to installing a driver on a MAC. The first part is downloading and installing the driver files onto your computer. The second is adding the printer in the System preferences and selecting the driver files you just installed. If you skip to just the second step the Mac OS will choose the "Generic Postscript Driver" by default, which will give you only very basic, limited functionality.
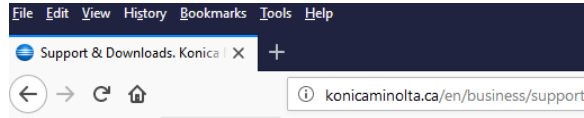
Downloading & Installing the Proper Driver

1. Open your web browser and go to www.konicaminolta.*ca*.

2. Click on *Business Solutions*.

3. In the blue top menu bar on the screen click on *Support & Downloads*.

4. Scroll down to the *Technical Support* category and click on *Drivers.*

5. This will take you to the *Self-Help Product Support* page. (You can bookmark this page for future use).

6. In the search field type in the model number of your device. Relevant search results will automatically appear. Click on the appropriate model.

7. Click on *Drivers* category.

8. From the OS list select your appropriate operating system. Please note that starting with OS 10.9.x the driver files are actually the same.

9. Click on the *.zip* file that contains the proper paper size. (North America uses Letter. Europe, Asia, & Australia uses A4).

10. Once the download is complete, find the .zip file, and double click on it to reveal the .pkg installation file. **Note: Some driver packages contain the drivers for OS 10.8.x AND 10.9.x. For any OS version 10.9 and newer select the 10.9.x folder to find the .pkg file.**

11. Double click the .pkg file (with the box icon) to run the installation process. (Note: this will require your Mac login/administrator password.

12. Open your *System Preferences.* Click on *Printers.* Click on the **+** button at the bottom of the list of existing printers to add a new printer. (You may need to click the padlock icon in the bottom left corner of the window and enter your admin password to allow adding a new printer).

13. If your device has Apple Bounjour enabled the printer will show up right away on the *Default* tab. If it does not you will need to click on *IP* and manually enter the IP address of the device. Use LPD for the protocol.

14. Change the name of the printer to something easy to remember. For future reference, you may wish to leave the IP address as part of the name.

15. Click on the pull down menu to change the option from *Generic PostScript Printer* to *Select Software.*

16. In the *Printer Software* popup's search field type in "ko" to narrow the options to Konica Minolta drivers and select the appropriate model software from the list (this is what you just installed in step 11).

17. Click *OK* to close the popup and *Add* to start the installation.

NOTE: Mac's cannot pick up the device options (extra trays, finishing, etc) like PC's can. See reverse for instructions on selecting the device options.
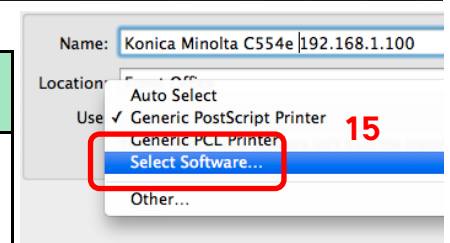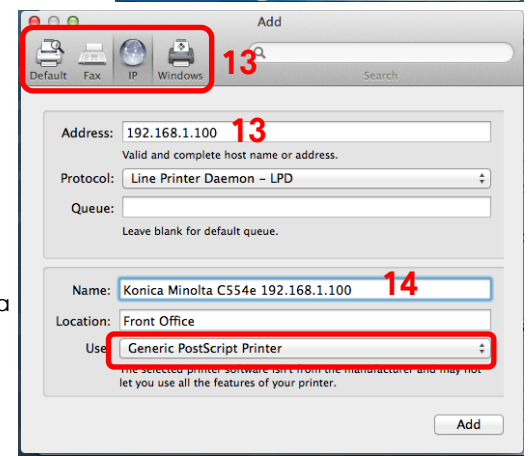
Tips & Tricks

If your device has Account Tracking or User Authentication turned on you will need to save the password into your driver to be able to print. See the cheat sheet titled "Saving Print Defaults MAC KM" for instructions on saving default settings. The Account Tracking option is found on the output Method tab.

Installed Device Accessories

♦ Mac drivers do not automatically pick up installed accessories such as finishers and extra paper trays. There are several ways to find out what accessories you have installed so that when setting up your Mac printer driver you can select those options from the respective pull down menus (see screen shot to the right for a sample).

♦ Below are several different methods of finding out the accessory part numbers.
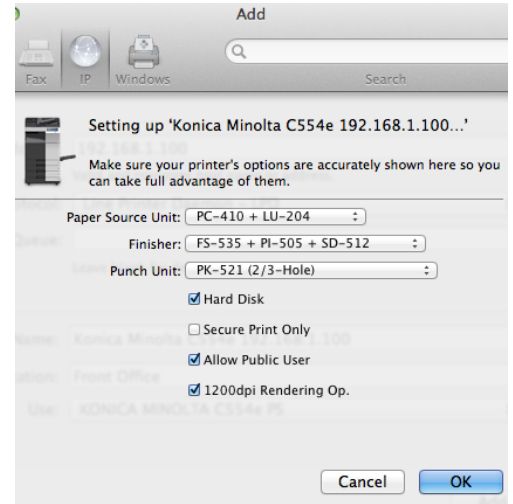
Option 1: Device purchase/shipping paperwork.

The shipping (or packing) list and sales forms will typically have a list of all the options purchased along with their part numbers. The only relevant ones are for finishing options (stapling, hole punching, etc.), and paper trays.

Option 2: PC driver from someone else's computer.

Find the **Devices & Printers** folder in Windows (go through the **Control Panel).** Right click on the icon for the Konica Minolta driver and select **Printer Properties**. Click on the **Configure** tab, and note the options listed in the same categories as you have on your Mac (ie: Paper Source Unit, Finisher, etc).
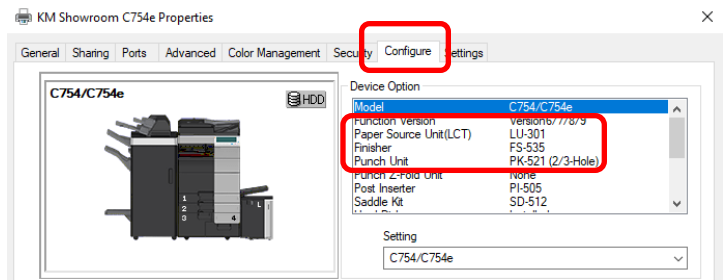
Option 3: Diagrams from User Guide.

The device's user guide contains a section that has pictures of all the available options for that model, along with a list of all the part numbers. Your installed options will be recognizable by shape or description.

Open the User Guide (either on the disc that came with the device, or by following steps 1-4 on the front of this cheat sheet, but selecting Manuals instead of Drivers). From the list of User Guides that come up once you choose your model, you will need to select the one called "bizhub X,Y,Z HTML User Guide" (with X, Y, & Z representing the different model numbers).

Click on **About This Machine** from the main menu screen. From the menu that appears on the left click on "**Checking the Name and Function of Each Optional Component**". From the sub-menu select **Checking the List of Optional Components** [bizhub x, y, z]. (There may be a few options depending on the manual—select the option containing your model number).

Identify your component from the diagram and scroll down the page to find the part number.
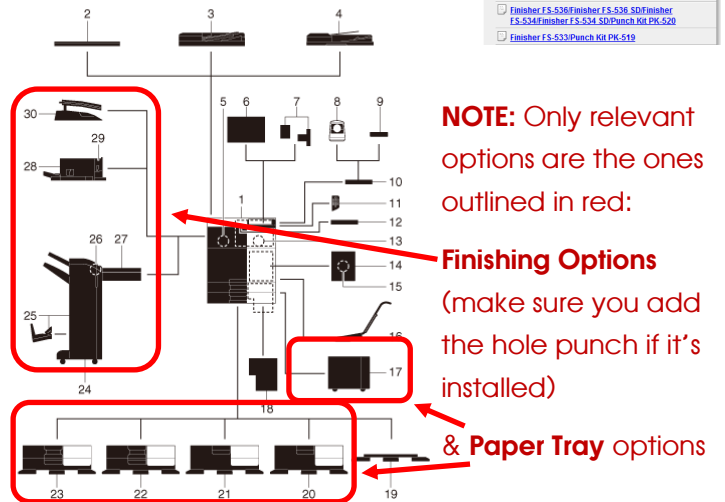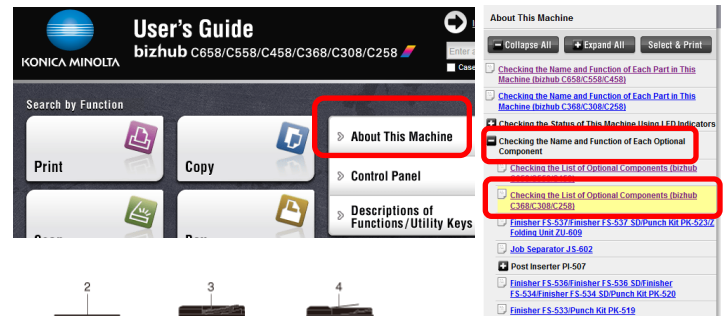
NOTE: Only relevant options are the ones outlined in red:

Finishing Options (make sure you add the hole punch if it's installed)

& **Paper Tray** options

The driver installs with certain settings **on** by default: 2-sided, Auto Colour (on colour devices), etc.

The **1-Sided/2-Sided** option can be found on the **Layout/Finish Tab**.

To control colour printing costs, change the default colour option to **Grayscale (Quality Tab).** Choose colour only when needed.