



Sharp Print Support APP Operation Manual

Ver. 1.0

Please note

- This manual explains how to install the Sharp Print Support App and configure the unique function of the Sharp Print Support App. Please confirm the operation guide of each printer series about the basic print function.
- The explanations in this manual assume that you have a working knowledge of your Windows computer.
- For information on your operating system, please refer to your operating system manual or the online Help function.
- The explanations of screens and procedures in this manual are primarily for Windows® 11 in Windows environments. The screens may vary depending on the version of the operating system.

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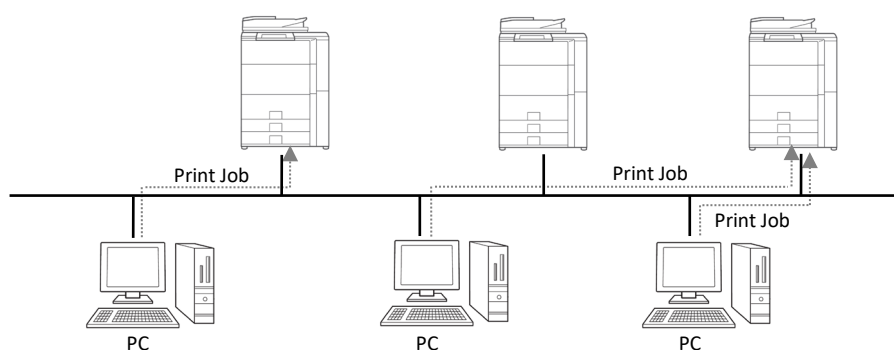
1 About the Sharp Print Support App

Sharp Print Support App is application software which supports Microsoft PSA (Print Support Application), a technology for executing printing without using a printer driver.

By setting up the Sharp Print Support App and adding the Sharp PSA-ready MFPs to your Windows computer, you can perform printing by conducting the same procedures as when using a conventional printer driver.

1-1 System Environment

Sharp Print Support App is intended to be used in the following system environments.



Each client user (or IT administrator) registers "Sharp Print Support App" and "PSA-ready MFP" in his/her client PC. For printing, the print job is sent directly to the MFP. Regarding the setup method, see section 2 and 3.

1-2 Operating conditions for the Sharp Print Support App

Internet protocol	IPv4, IPv6 (IPv6 is required only for IPv6-enabled MFPs)
Port	IPP, IPP-SSL/TLS, mDNS
Language Support	Japanese, American English, English, German, French, Italian, Spanish, Dutch, Swedish, Norwegian, Danish, Finnish, Portuguese, Simplified Chinese, Traditional Chinese
Required MFP functions	PS function

2 Setup of the MFP

Before setting up Sharp Print Support App, make sure that the MFP is connected to the network. Confirm the following settings in the MFP.

mDNS:

Step

1. Access System Settings of the MFP and select Network Settings > Service Settings to open the page.
2. Open the "mDNS" tab.
3. Set "mDNS" to "Enable".
4. Enter a name in "Service Name" as needed.
The entered name appears as the MFP name on the PC.

IPP print:

Step

1. Access System Settings of the MFP and select Printer Settings > Print Settings from PC/Mobile Terminal to open the page.
 2. Set "IPP Print (Driverless)" to "Enable".
- or
1. Access System Settings of the MFP and select Network Settings > External Print Service Settings > AirPrint Settings to open the page.
 2. Set "IPP" to "Enable".
 3. Set "IPP-SSL/TLS" to "Enable".

WSD:

Step

1. Access System Settings of the MFP and select Network Settings > Print Port Settings to open the page.
2. Open the "WSD" tab.
3. Set "WSD Print" to "Disable".

User authentication setting:

When using Sharp Print Support App with an MFP in which the user authentication function is enabled, enter the following setting.

Step

1. Access System Settings of the MFP and select Authentication Settings > Default Settings to open the page.
2. Set "Enable IPP Authentication Except for Printer Driver" to disable.

3 Setup of the Sharp Print Support App

3-1 Operational Environment

Before setting up the Sharp Print Support App, please make sure that your computer has the following configuration.

Required OS	Windows 10 22H2, Windows 11 22H2 or later
Computer	IBM PC/AT compatible machine equipped with LAN board compatible with 10Base-T/100Base-TX/1000Base-T
Display	1024x768 resolutions and 16 bit or more color display capability are recommended.
Internet connection	Required

3-2 Setup of the Sharp Print Support App

Step

1. On the PC (Windows OS) used, select Start menu > Settings > Bluetooth & device to open the "Bluetooth & device" page.
2. Select "Printer & scanners".
3. Select [Add device].

4. Select the MFP set in Chapter 2 and select [Add device].

Sharp Print Support App will be installed in the PC and the MFP will be registered.

To register the second and subsequent MFPs, repeat the procedure from the beginning.

3-3 Deletion of Sharp Print Support App

Step

1. On the PC (Windows OS) used, select Start menu > All apps.
2. Right-click "Sharp Print Support App" in the list of applications and select "Uninstall".

3-4 Deletion of the registered MFP

Step

1. On the PC (Windows OS) used, select Start menu > Settings > Bluetooth & device to open the "Bluetooth & device" page.
2. Select "Printer & scanners".
3. The MFP registered in Chapter 3-2 will be displayed. Select the MFP and click "Remove".

4 Settings for the Sharp Print Support App

Select [Sharp Print Support App] in the Start menu of Windows to launch the application.

The application lets you enter the following settings.

Settings	Explanation
Printer Selection	Select the target MFP to enter settings. If you select "All Printers", the settings you make will be entered in all MFPs registered in the PC.
Print Release	This activates the print release function.
Document Filing	This activates the document filing function.
Use Windows Login Name as 'Login Name'	When this function is enabled, the Windows login name will be automatically set as the login name for user authentication. Restrictions: "User Number" cannot be set. Note that "Login Name" cannot be changed from the Windows login name.
Use 'Login Name' as 'User Name'	When this function is enabled, the character string entered as the login name will be automatically set as the user name. Restrictions: When this function is used, "Login Name" is used for "User authentication" in default condition. Note that "User Name" of "Default Job ID" cannot be changed.

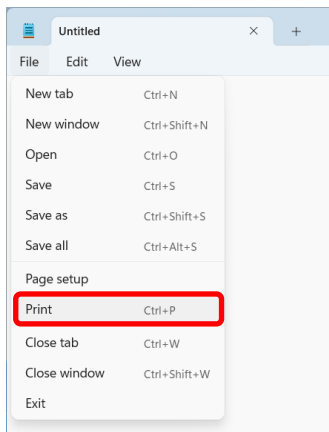
5 Printing Method

5-1 Basic Printing Procedure

The following example explains how to print a document from "Notepad", which is a standard accessory program in Windows.

Step

1. Select "Print" from the "File" menu of Notepad.

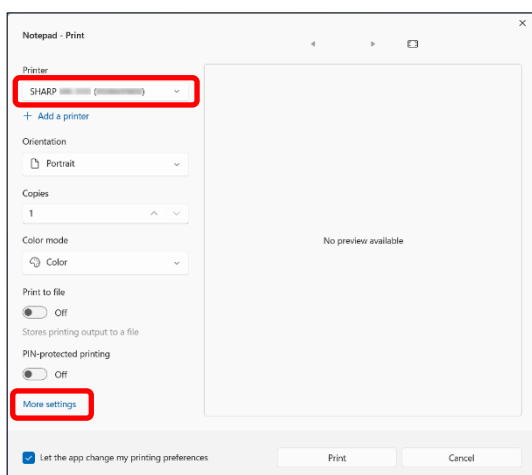


2. Open the Sharp Print Support App settings window.

(1) Select the MFP registered with Sharp Print Support App.

- If the MFPs or printer drivers appear as icons, click the icon of the MFP to be used.
- If the MFPs or printer drivers appear as a list, select the name of the MFP to be used from the list.

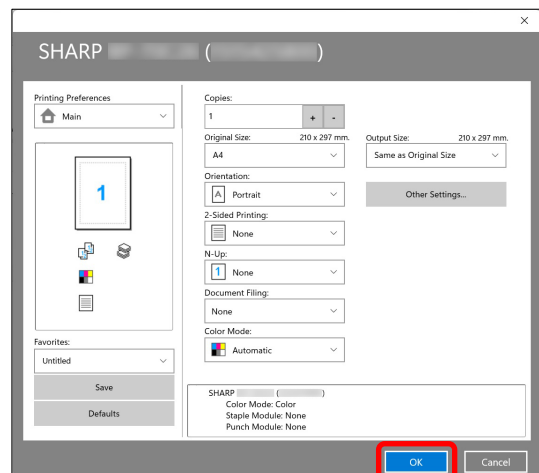
(2) Click the [More settings] button.



The button that is used to open the MFP settings window (usually [Properties] or [Printing Preferences]) may vary depending on the software application.

3. Select print settings.

4. Click the [OK] button.



5. Click the [Print] button.

Printing begins.



5-2 Printing when the user authentication function is enabled

When the user authentication function is enabled in the MFP's system settings (administrator), your user information (login name, password, etc.) must be imported from a file in the Sharp Print Support App settings window at the time of printing. The information that must be entered varies depending on the authentication method being used, so check with the administrator of the MFP before printing.

Note:

When using Sharp Print Support App with an MFP in which the user authentication function is enabled, set "Enable IPP Authentication Except for Printer Driver" to disable according to section 2.

5-2-1 Creating a user information file

Create a user information file according to the user authentication method of the machine.

Specify UTF-8 as the character encoding.

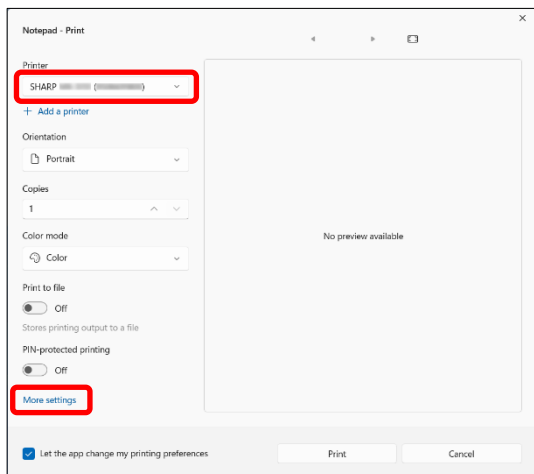
User authentication method	Creation Method				
Login Name method	Using Excel, create a CSV (.csv) file with only the login name. Set the Format Cells to "Text". The login name should be up to 255 characters. Example: If the login name is "AAAAAA" <table><tr><td>AAAAAA</td><td></td></tr></table>	AAAAAA			
AAAAAA					
Login Name/Password method	Using Excel, create a CSV(.csv) file containing the login name and password. The login name should be up to 255 characters and the password should be 1 to 32 characters. Set the Format Cells to "Text". Example: If the login name is "AAAAAA" and the password is "aaaaaaaa" <table><tr><td>AAAAAA</td><td>aaaaaaaa</td></tr></table> Example: If "On" is selected to use "Windows login name as login name" and the password is "aaaaaaaa" <table><tr><td></td><td>aaaaaaaa</td></tr></table>	AAAAAA	aaaaaaaa		aaaaaaaa
AAAAAA	aaaaaaaa				
	aaaaaaaa				
User Number method	Using Excel, create a CSV (.csv) file with only the user number. The user number should be 5 to 8 digits. Set the Format Cells to "Text". Example: If the user number is "11223344" <table><tr><td>11223344</td><td></td></tr></table>	11223344			
11223344					

5-2-2 Setting user information when printing

Step

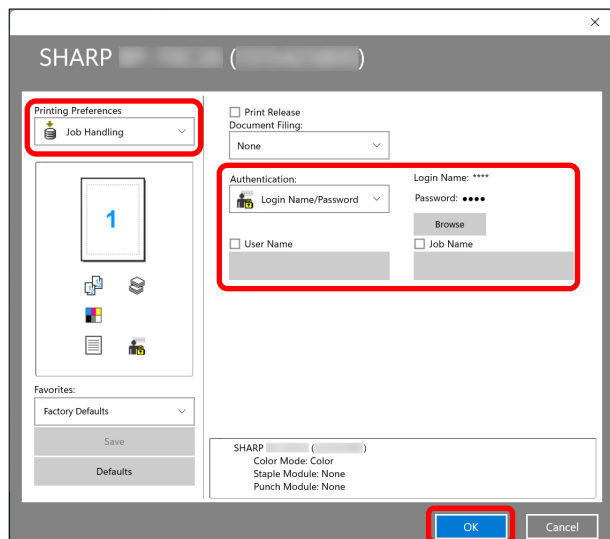
1. Open the printer driver properties window from the print window of the software application.

- (1) Select the MFP.
- (2) Click the [More settings] button.



The button that is used to open the MFP settings window (usually [Properties] or [Printing Preferences]) may vary depending on the software application.

2. Enter your login name and password.



- (1) Select "Job Handling" menu.
- (2) Select "Authentication" according to the user authentication method of the machine.
- (3) Click the [Browse] button to register the file created in 5-2-1.
- (4) Enter the user name and job name as necessary.

• User Name

Click the "User Name" checkbox ☒ and enter your user name (maximum of 32 characters). Your entered user name will appear at the operation panel of the MFP. If you do not enter a user name, your computer login name will appear.

• Job Name

Click the "Job Name" checkbox ☒ and enter a job name (maximum of 80 characters). The entered job name will appear at the operation panel of the MFP as a file name. If you do not enter a job name, the file name set in the software application will appear.

- (5) Click the [OK] button.

3. Click the [Print] button.

Printing begins.



6 Printer Function

6-1 Frequently used functions

This section explains frequently used functions.

The explanations assume that the paper size and other basic settings have already been selected. For the basic procedure for printing and the steps for opening the Sharp Print Support App settings window, see the 5-1 Basic Printing Procedure.

6-1-1 Selecting the color mode

This section explains how to select the color mode in the Sharp Print Support App settings window. The following three selections are available for the color mode.

- Automatic:** The machine automatically determines whether each page is color or black and white and prints the page accordingly. Pages with colors other than black and white are printed using Y (Yellow), M (Magenta), C (Cyan) and Bk (Black) toner. Pages that are only black and white are printed using Bk (Black) toner only. This is convenient when printing a document that has both color and black and white pages, however, the printing speed is slower.
- Color:** All pages are printed in color. Both color data and black and white data are printed using Y (Yellow), M (Magenta), C (Cyan) and Bk (Black) toner.
- Black and White:** All pages are printed in black and white. Color data such as images or materials for a presentation are printed using black toner only. This mode helps conserve color toner when you do not need to print in color, such as when proofreading or checking the layout of a document.

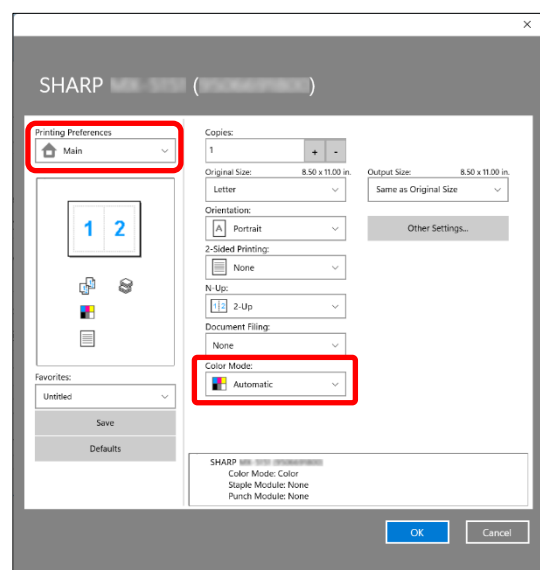
When "Color Mode" is set to "Automatic"

Even if the print result is black and white, the following types of print jobs will be counted as 4-color (Y (Yellow), M (Magenta), C (Cyan), and Bk (Black)) print jobs. To be always counted as a black and white job, select "Black and White".

- When the data is created as color data.
- When the application treats the data as color data even though the data is black and white.
- When an image is hidden under a black and white image.





Step

1. Select "Main" menu.
2. Select the "Color Mode" that you wish to use.



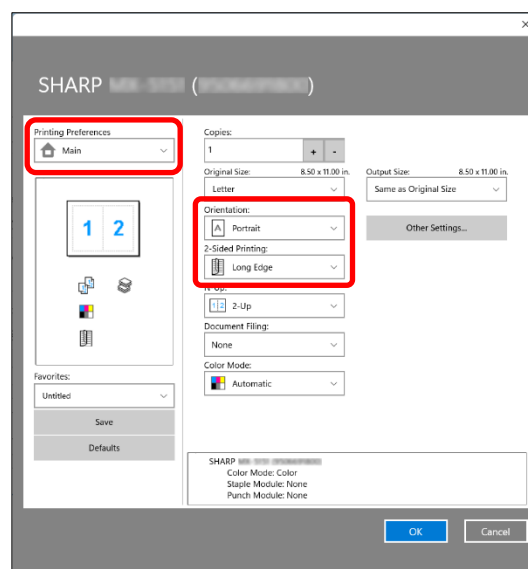
6-1-2 Two-sided printing

The machine can print on both sides of the paper. This function is useful for many purposes, and is particularly convenient when you want to create a simple pamphlet. Two-sided printing also helps conserve paper.

Original orientation	Print result	
	Long Edge	Short Edge
Portrait		
Landscape	Short Edge	Long Edge
		
	The Pages are printed so that they can be bound at the right or left.	The Pages are printed so that they can be bound at the top.

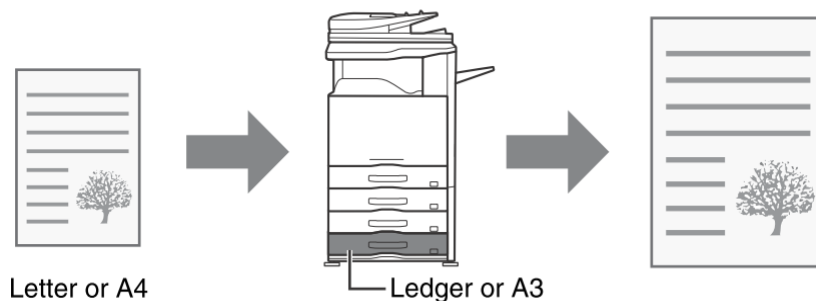
Step

1. Select "Main" menu.
2. Select "2-Sided Printing" menu ("Long Edge" or "Short Edge").
3. Select "Orientation" menu ("Portrait" or "Landscape").
(Depending on the application used, the orientation setting on the application side will take precedence.)



6-1-3 Fitting the print image to the paper

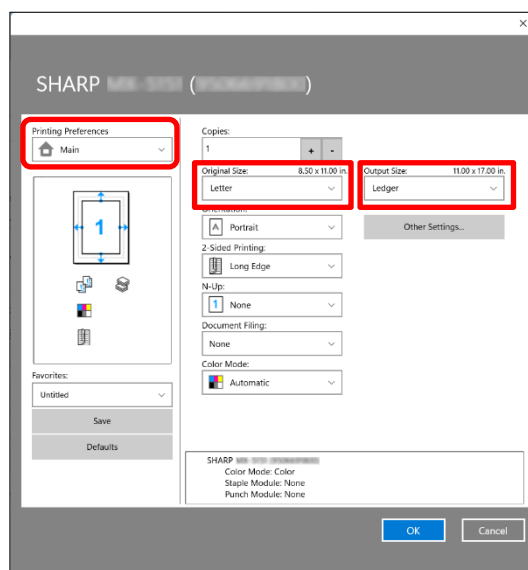
This function is used to automatically enlarge or reduce the printed image to match the size of the paper loaded in the machine. This is convenient for such purposes as enlarging a letter or A4 size document to ledger or A3 size to make it easier to view, and to print when the same size of paper as the document image is not loaded in the machine.



The following example explains how to print a letter size document on ledger size paper.

Step

1. Select "Main" menu.
2. Select "Original Size" (for example: Letter).
3. Select "Output Size" (for example: Ledger).



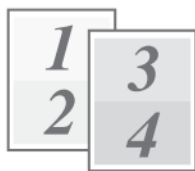






6-1-4 Printing multiple pages on one page

This function can be used to reduce the print image and print multiple pages on a single sheet of paper.

This is convenient when you want to print multiple images such as photos on a single sheet of paper, and when you want to conserve paper. This function can also be used in combination with two-sided printing for maximum conservation of paper.

For example, when "2-Up" (2 pages per sheet) and "2-Up" (2 pages per sheet) are selected, the following print results will be obtained, depending on the order selected.

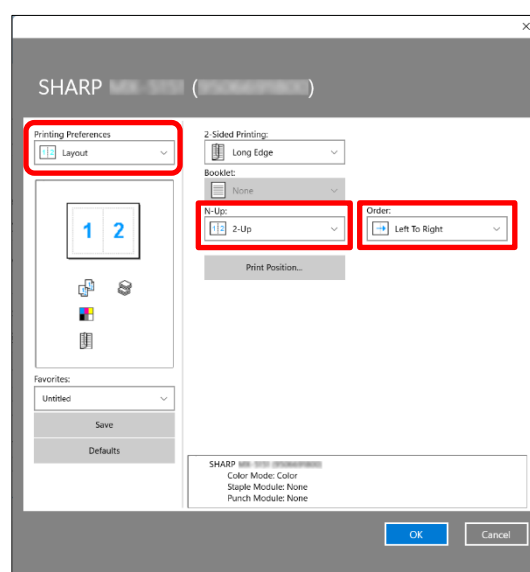
N-Up (Pages per sheet)	Print results		
	Left To Right	Right To Left	Top To Bottom (When the print orientation is landscape)
2-Up (2 pages per sheet)			

N-Up (Pages per sheet)	Right, and Down	Down, and Right	Left, and Down	Down, and Left
4-Up (4 pages per sheet)				

Step

1. Select "Layout" menu.
2. Select the number of pages per sheet.
3. Select the order of the pages.

When you do not wish to change the order of the pages, the setting can be completed with only the "Main" menu.



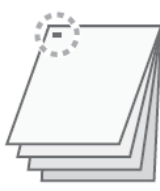


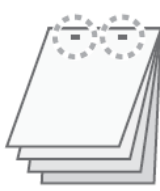


6-1-5 Stapling output / punching holes in output

◆ Staple function

The staple function can be used to staple output.




This function saves considerable time when preparing handouts for a meeting or other stapled materials. The staple function can also be used in combination with two-sided printing to create materials with a more sophisticated appearance. Stapling positions and the number of staples can be selected to obtain the following stapling results.

Staples	Left	Right	Top
1 Staple*			
2 Staples			

* The staple orientation varies depending on the size and orientation of the paper.

◆ Punch function

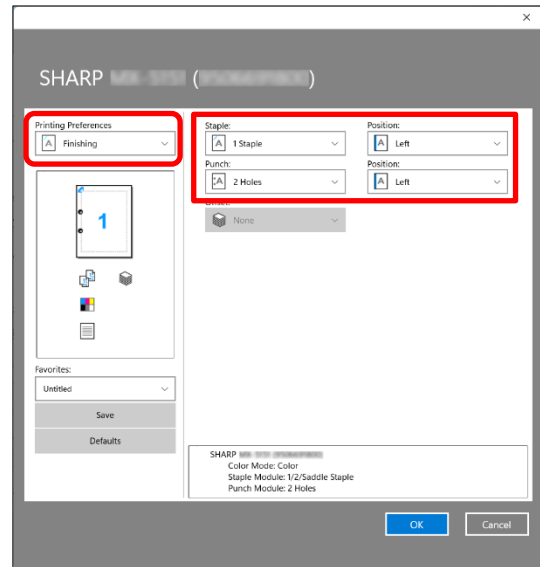
The punch function can be selected to punch holes in printed output. Punch hole positions can be set by selecting the binding edge.

Left	Right	Top
		

- To use the staple function, a finisher is required.
- To use the punch function, a punch module must be installed on the finisher.
- The maximum number of sheets that can be stapled at once depends on the specifications of the MFP.
- The staple function cannot be used in combination with the offset function, which offsets the position of each output job from the previous job.
- When the finisher is disabled in the MFP's system settings (administrator), the staple function and punch function cannot be used.
- When the staple function or the punch function is disabled in the MFP's system settings (administrator), stapling or punching is not possible.

Step

1. Select "Finishing" menu.
2. Select the number of staples in the "Staple" menu.
3. Change the stapling position as necessary.
 - When you use the punch function, select the number of holes in the "Punch" menu.



6-2 Convenient printing functions

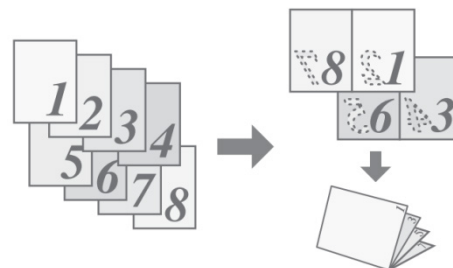
This section explains convenient functions for specific printing objectives.

The explanations assume that the paper size and other basic settings have already been selected. For the basic procedure for printing and the steps for opening the Sharp Print Support App settings window, see the 5-1 Basic Printing Procedure.

6-2-1 Convenient functions for creating pamphlets

The pamphlet function prints on the front and back of each sheet of paper so that the sheets can be folded and bound to create a pamphlet.

This is convenient when you wish to compile printed output into a pamphlet.

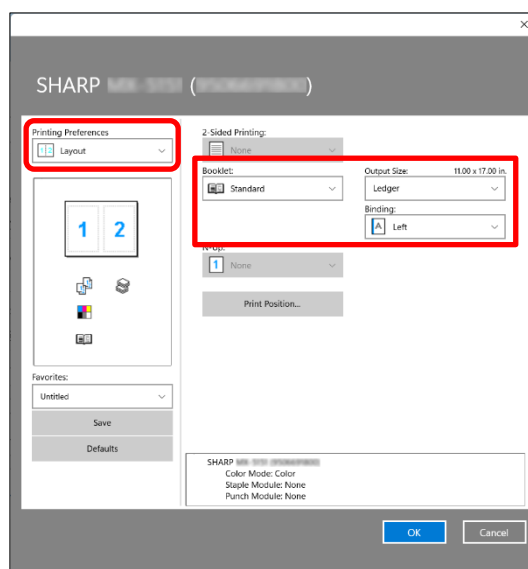


Step

1. Select "Layout" menu.

2. Select "Standard".

Change the staple setting and/or output sheet size, binding position, as necessary.



6-3 Convenient printer functions to know

6-3-1 Saving and using print files (Retention/Document Filing)

This function is used to store a print job as a file on the MFP's storage, allowing the job to be printed from the operation panel when needed. The location for storing a file can be selected to prevent the file from being mixed together with files of other users.

Hold Only

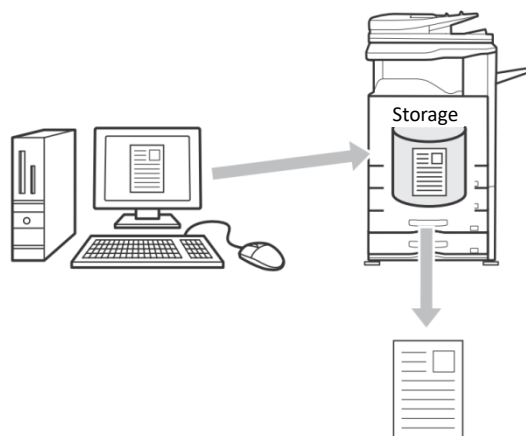
This setting is used to hold a print job on the MFP's storage without printing it.

Hold After Print

This setting is used to hold a print job on the MFP's storage after it is printed.

Sample Print

When a print job is sent to the MFP, only the first set of copies is printed. After checking the contents of the first set of copies, you can print the remaining sets from the operation panel of the MFP. This prevents the occurrence of excessive misprints.

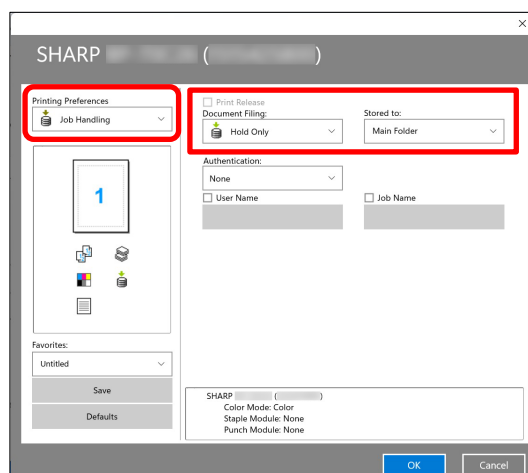


Step

1. Select "Job Handling" menu.

2. Select "Document Filing" setting.

Select "Hold Only", "Hold After Print" or "Sample Print" from the pull-down menu.



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