

Configuring

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Defining an AFP Printer to send jobs to RICOH TotalFlow Print server

Define an AFP printer that uses a RICOH TotalFlow Print server.

To send AFP jobs to a printer that uses RICOH TotalFlow Print server:

1. Log in to RICOH ProcessDirector as a user authorized to create printers.
2. Make sure that the AFP Support feature is installed.
3. Click the **Administration** tab.
4. In the left pane, click **Devices ⇒ Printers**.
5. Click **Add ⇒ AFP Printer**.
6. On the **General** tab, fill in values for all the required fields.
If you set up a secondary server that you want to use to drive this AFP printer, set these properties:
 - **Printer server**: The secondary server name
 - **Copy to secondary server**: Yes
 - **Destination directory on secondary server**: The location on the secondary server file system where you want RICOH ProcessDirector to write print files.
7. To use the media loaded on the printer as a scheduling property for this printer, continue with the procedure for [Configuring media for a Ricoh TotalFlow printer](#).
8. To use other properties to schedule jobs to this printer, click the **Scheduling** tab and set values for the properties that you want to use. If you leave values blank, they match any value that is set in the corresponding job scheduling properties.

⚠ **Note:** If you use **Preset name** as a scheduling property:

- The value is not updated automatically. You must update it manually whenever the preset on the printer changes.
- The value you set here is not transmitted to the printer.
- Jobs that have a value for their **Preset name** property can be scheduled to this printer, but they do not request the preset when they arrive at the printer. If your printer supports requesting a preset with the print job, do not use **Preset name** as a scheduling property. Leave this printer property blank.

9. On all the tabs, fill in values for any of the optional fields.

⚠ **Note:**

- The default value for the **Inactivity timer** property is 300 seconds, so RICOH ProcessDirector releases the connection to the printer after approximately 5 minutes of inactivity. To maintain the connection between RICOH ProcessDirector and the printer even when it is not actively printing, change that value to **9999**.
- If the **Share printer connection** property is **Yes**, the printer driver component of RICOH ProcessDirector releases control of the printer after a period of inactivity so that the same physical printer can receive jobs from another input source, such as a hot folder. The **IPDS printer connection timer** property determines how long to wait before releasing control. The **IPDS printer connection timer** property must be less than the **Inactivity timer** property. If the **IPDS printer connection timer** property is greater than the **Inactivity timer** property, RICOH ProcessDirector drops the connection before it can share the printer.
- The default is that the printer driver reports status information in the language that you selected when you installed the RICOH ProcessDirector server. To receive messages from this printer in a different language, set the **Printer language** property appropriately.
- The default value for the **Font fidelity** property is **Continue printing**. Do not change this default if **IPDS resolution** is set to **Automatic** at the printer console.

10. Click **OK**.

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