

Configuring

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Importing a custom printer definition file

After you get a custom printer definition file from your Ricoh support representative, you import the file. RICOH ProcessDirector puts it on a server.

To import a custom printer definition file:

1. Click the **Administration** tab.
2. In the left pane, click **Devices ⇒ Printers**.
3. Click **Add ⇒ Custom PDF Printer**.
4. On the **General** tab, select the printer server that you want to define the custom PDF printer on. Then click **Import file**. The **RICOH Printer Connector** page opens in a new browser tab.
5. On the **RICOH Printer Connector** page, click **Import Custom Printer Definition File**.
6. Navigate to the file you want to import, and select it.
RICOH ProcessDirector installs the file on the printer server.

Parent topic: [Defining Custom PDF printers](#)