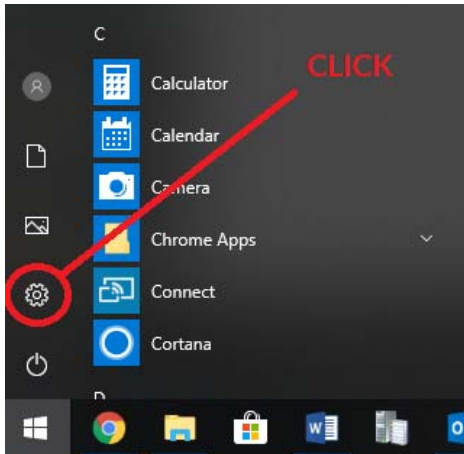




Guide: Secure Print for Xerox Devices

Step 1:

Click the **Start Menu** and click the settings icon.



Step 2:

Click **Devices** in **Windows Settings**.

CLICK

Windows Settings

Find a setting



Devices

Bluetooth, printers, mouse



Phone

Link your Android, iPhone



Apps

Uninstall, defaults, optional features



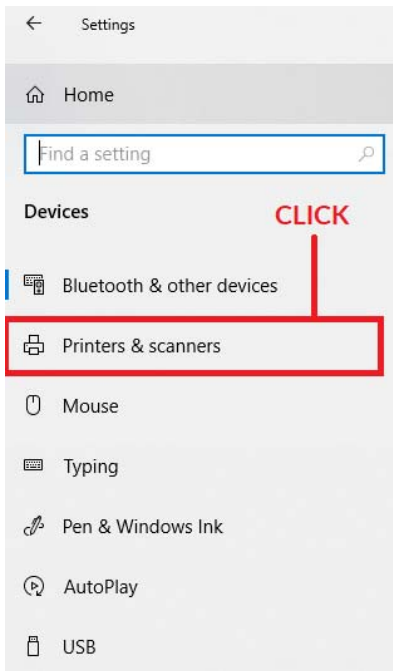
Accounts

Your accounts, email, sync, work, other people



Step 3:

Click **Printers & Scanners**

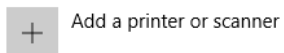


Step 4:

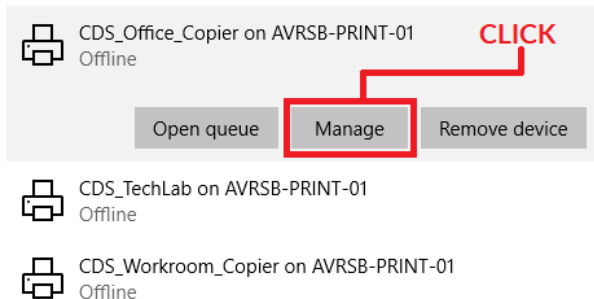
Click the printer you wish to have secure print enabled and click **Manage**.

Printers & scanners

Add printers & scanners



Printers & scanners





Step 5:

Click **Printing Preferences**.

← Settings

🏠 CDS_Office_Copier on AVRSB-PRINT-01

Manage your device

Printer status: Idle

Open print queue

Set as default

[Print a test page](#)

[Run the troubleshooter](#)

[Printer properties](#)

[Printing preferences](#)

CLICK

[Hardware properties](#)

Step 6:

Under **Job Type**: Select **Secure Print**. Then click **Apply**.

