Secure Print with Canon: Mac OSX

Sending the Print Job

1) In the print dialogue window, open the “Copies and Pages” or “Layout” dropdown menu and select “Special Features”

2) Open the “Job Processing” dropdown menu and click “Secured Print.” Click “Print” to confirm.

3) Type the name of the document in the “Document Name” field and a short numeric passcode in the “PIN” field; then click “OK.” Remember this code.
1) Tap the “Secured Print” Button.

2) If prompted, enter your Department ID and associated pin (NOT the pin you created in Part 1), then tap “Log In.”

3) Tap your job (or “Select All” for all jobs) and then tap “Secured Print.”

4) Type the PIN you created earlier and tap “OK.”