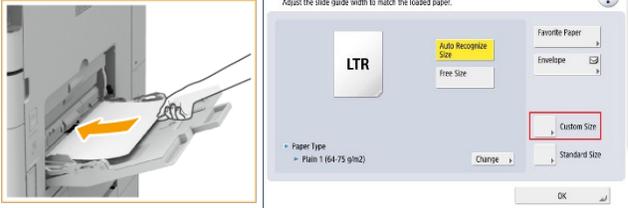
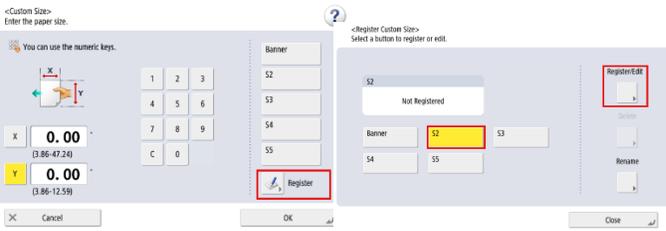
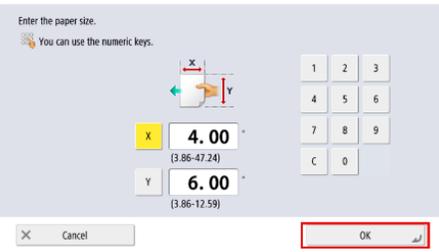
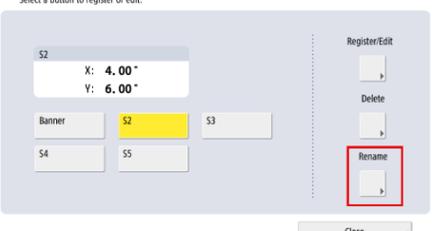


Canon ImageFORCE: Custom Sizes for PC

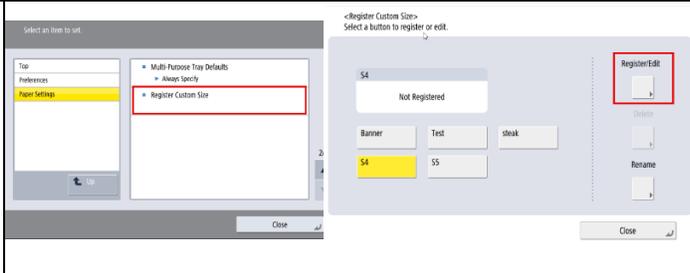
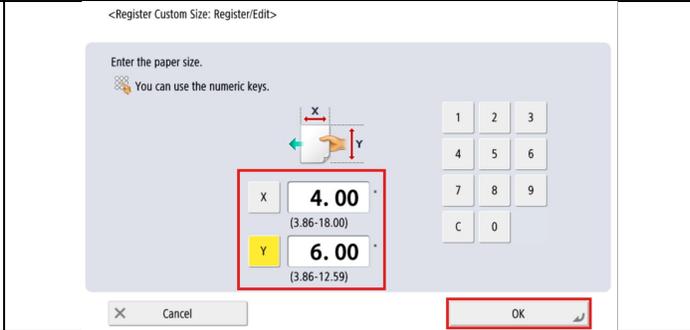
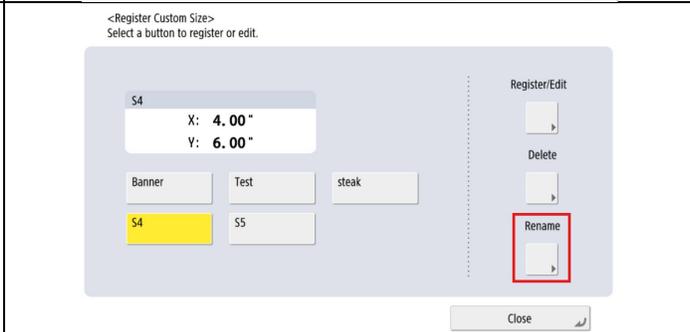
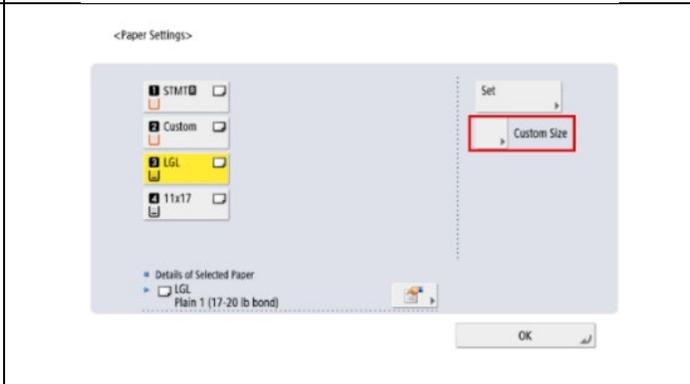
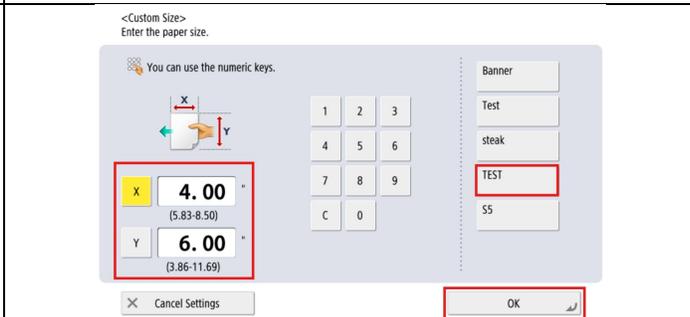
This guide will go over how to register custom paper sizes at the machine and in the print driver, and how to print. The custom size **MUST** be entered at the machine and print driver before printing

Section 1.1: Setting a Custom Paper Size in the Multi-Purpose Tray

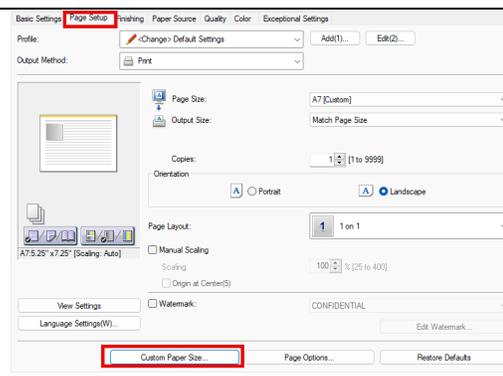
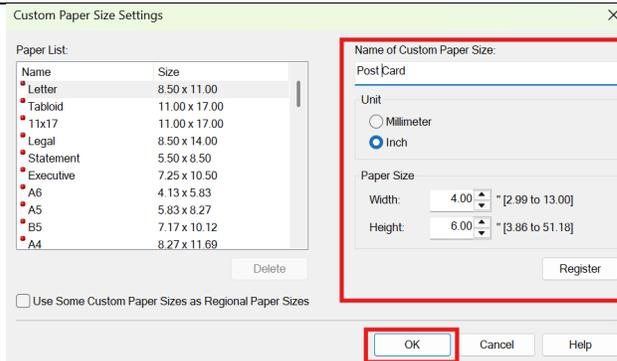
Some sizes can only be done in the Multi-Purpose Tray

<ol style="list-style-type: none"> 1. Insert the paper into the multi-purpose tray to open the multi-purpose tray's display window 2. Select Custom Size 	
<ol style="list-style-type: none"> 3. For one-time use, enter the paper size and press OK <p>To save a custom size for future use, select Register</p> <ol style="list-style-type: none"> 4. Choose an empty slot (Ex: S2) and select Register/Edit 	
<ol style="list-style-type: none"> 5. Enter Custom Paper Size <ul style="list-style-type: none"> • Pay attention to which direction X and Y are – the paper will need to be loaded in the tray the same way <p>*Note: If banner printing is enabled, the X/Y range is larger than standard</p> <ol style="list-style-type: none"> 6. Select OK 	
<ol style="list-style-type: none"> 7. Select Rename to name the slot (<i>10-character max</i>) 8. Type in a name and select OK 9. Select Close to exit the Register Custom Size window 	
<ol style="list-style-type: none"> 10. The registered custom size is now available to choose 11. Select OK to apply 	

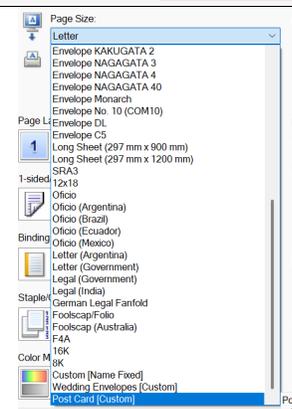
Section 1.2: Setting a Custom Paper Size in the Drawers

<ol style="list-style-type: none"> Go to Settings/Registration → Preferences → Paper Settings → and select Register Custom Size Choose an empty slot (Ex: S4) and select Register/Edit 	
<ol style="list-style-type: none"> Enter Custom Paper Size <ul style="list-style-type: none"> Pay attention to which direction X and Y are – the paper will need to be loaded in the tray the same way Select OK 	
<ol style="list-style-type: none"> Select Rename to name the slot (<i>10-character max</i>) Type in a name and select OK Select Close to exit the Register Custom Size window 	
<ol style="list-style-type: none"> To assign the custom paper size to a drawer, go to Settings/Registration → Preferences → Paper Settings, choose drawer and select Custom Size <p>*Note: You can get here quicker using the Settings/Regist. Shortcut icon → Paper Settings → Custom Size</p> 	
<ol style="list-style-type: none"> The registered custom size is now available to choose. Select it and make sure the X and Y fields are filled in correctly <p>*Note: Registering custom sizes this way will also show in the custom size options within the multipurpose tray</p> <ol style="list-style-type: none"> Select OK to apply 	

Section 2: Creating a Custom Paper Size in the Print Driver

<ol style="list-style-type: none"> 1. Select the Start Button 2. Go to the Settings → Bluetooth & devices → Printers and Scanners. This path may differ depending on Windows version 3. Select the correct print driver → Printing Preferences 4. On the Page Setup tab, select Custom Paper Size 	
<ol style="list-style-type: none"> 5. Enter Width and Height of custom paper size 6. Enter Name of Custom Paper Size 7. Select Register, then select OK to close the registration window 8. Select OK to save changes and close out of printing preferences 	

Section 3: Printing a Custom Paper Size

<ol style="list-style-type: none"> 1. Open the document 2. Select File → Print → Printer Properties 	
<ol style="list-style-type: none"> 3. Select Page Size 4. Select the registered custom size from the drop-down menu 	
<ol style="list-style-type: none"> 5. Confirm Paper Source and all other desired settings are applied <ul style="list-style-type: none"> • If using the Multi-purpose Tray, be sure to choose it 6. Select OK then Print 	