



Large icons

Small icons

When account track is enabled, the password will either need to be entered each time, or more commonly, saved into the driver.

To save the account track password in the printer driver:

1. Click start and type *control panel* ➢ control pane H 2. In the list, click Control Panel Best match **Control Panel** App Apps 3. Beside View By select Category Adjust your computer's settings View by: Category 🔻 Category System and Security User Accounts

🗣 Change account type

4. Under Hardware and Sound, click View Devices and Printers



Review your computer's status Save backup copies of your files with File History

Programs

5. Right-Click the printer and select Printing Preferences



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6. If not already selected, click the *Basic* tab

KONICA MINOLTA 8series Printing Preferences



7. Click Authentication/Account Track

Original Size	User Settings
8 1/2x11 ~	A the starting (Associate Track
Paper Size	Authentication/Account Track
•	la. №

8. Enter the Username (if required), the Password and then click OK User Authentication/Account Track ×

User Authentication	Account Track
O Public <u>U</u> ser	Department Name
Recipient User	
User <u>N</u> ame k2 Password	Passwgrd
Server Setting	
	⊻erify
Enable Single Sign-On functionality	for printing functions
	OK 🗲 🤞 <u>H</u> elp

9. Click Apply

٦		Default
	OK Cancel	
10. Click OK		
1		Defau <u>l</u> t
	ОК	<u>A</u> pply Help

11. The password is now saved and will be used for printing

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