

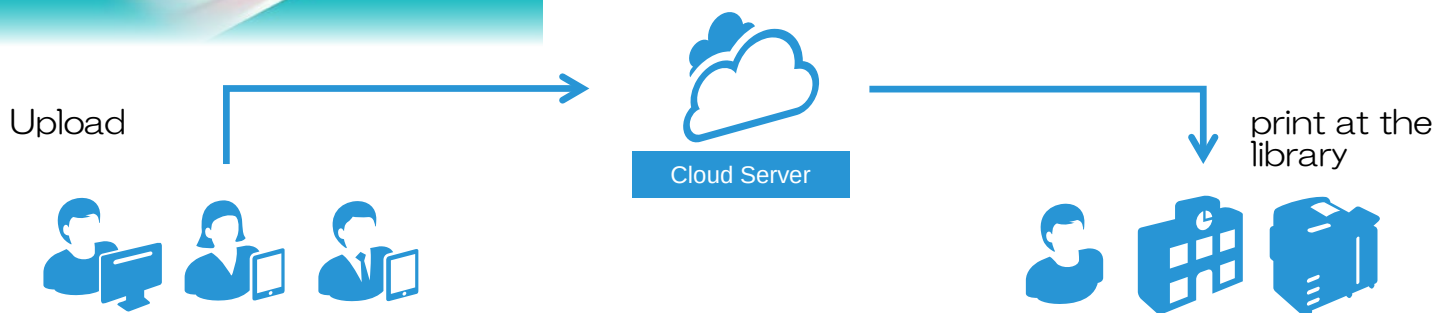


## Cloud On-Demand Print®

Cloud On-Demand Print is a service that connects your device and printers by using internet.

You can upload files from anywhere using any Internet-connected devices and print them at the library.

富士ゼロックス株式会社



### Step 1. Upload a file (3 ways)

#### ① Web

<https://cloudodp.fujifilm.com/guestweb/>

Login with User ID and Password →



User ID: 619-icu  
Password: momimapple

#### ② Windows Print Tool

※Only works in Windows PC.

#### ③ Cloud On-Demand Print app

※Only works in mobile devices.

Please refer to the detailed manual.

### Step 2. Take a note of the "Print Reference Number"

プリント予約番号 MO4PFDH

### Step 3. Go to printer and print

### Cloud On-Demand Print Compatible Printers

Othmer Library Ground Floor/Main Library First Floor

※Please print within 24 hours after uploading the file.



# How to print with Cloud On-Demand Print



Print files by using guest web.

## 1 Visit the cloud print webpage

Please visit the following URL from your devices.

<https://clouddp.fujixerox.com/guestweb/>

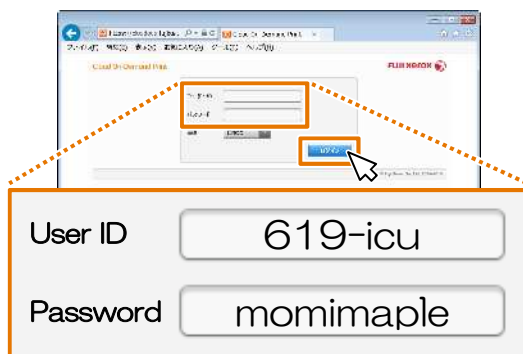
※ Please scan this QR code.



## 2 Input User ID and Password

Cloud On-Demand Print login page will be displayed.

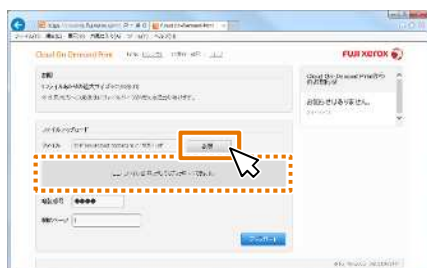
Input User ID and Password and click "Login."



## 3 Choose a file

Click "Browse..." and choose upload file to print.

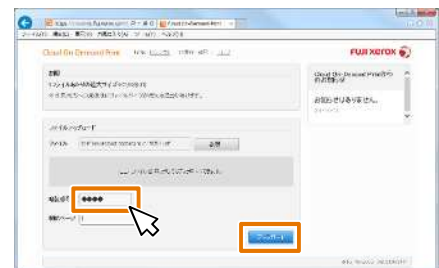
※ You can also drop the file to upload.



## 4 Set the Password

Input the Password (4 digit number) and click "Upload."

※ Please don't forget your Password!



## 5 Take a note of Print Reference Number

※ You can't confirm the Print Reference Number after closing this page, so be careful.





# How to use Cloud On-Demand Print Tool



## How to use Print Tool for Windows

### 1 Print the file

Open the file and print.



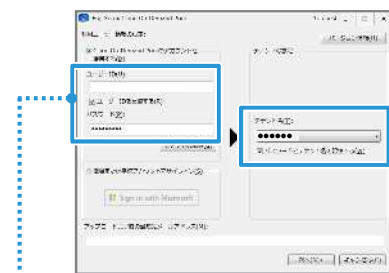
### 2 Choose the print driver

Choose "FX Cloud on-Demand Print Tool" from "Printer."



### 3 Set User Information

Input "User ID" and "Password" and check "Remember User ID." Click "Get Tenant" and check "Remember Password and Tenant Name"

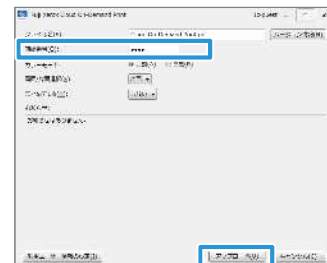


User ID: 619-icu  
Password: momimapple

### 4 Set the password

Input the Password (any 4 digit number) and click "Upload"

※ Please don't forget your Password!



### 5 Upload complete

Message "Upload is complete" will be displayed.

You can send this message by E-mail.

# Cloud On-Demand Print at ICU Library

## How to install the print tool for Windows

2020/03/25 ver.

※This print tool works only in Windows. Please use “Guest Web” to print from other OS, including Mac.  
Guest Web URL: <https://cloudodp.fujixerox.com/guestweb/>

1. Visit to the following URL.

[https://www.fujixerox.co.jp/download/software/cloud\\_ondemand\\_print](https://www.fujixerox.co.jp/download/software/cloud_ondemand_print)

2. Click “プリントツール” (print tool) and choose the compatible tool  
(32bit/64bit、Japanese/English)

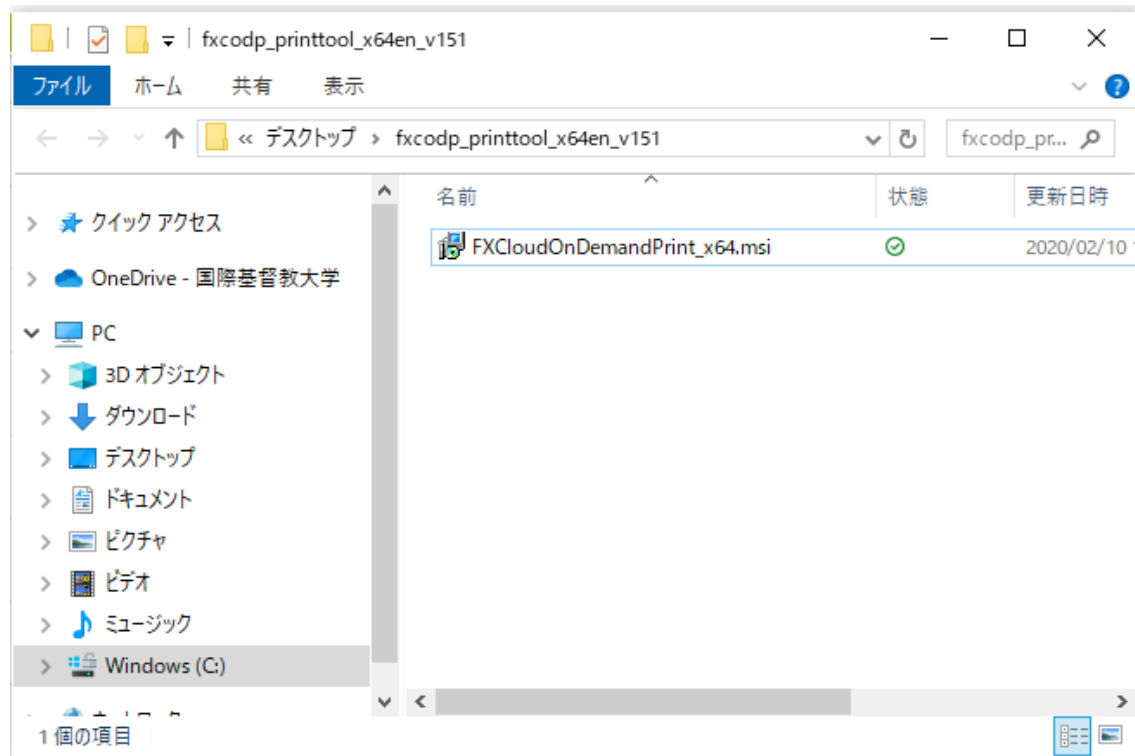


3. Click “使用許諾条件に同意しダウンロード (Accept the license agreement and download).”



4. Save the file

5. Double click the file in the folder.



6. Install tool will start. Please follow the instruction.

7. After the installation was completed, you can choose “FX Cloud On-Demand Print Tool” from the printer list.





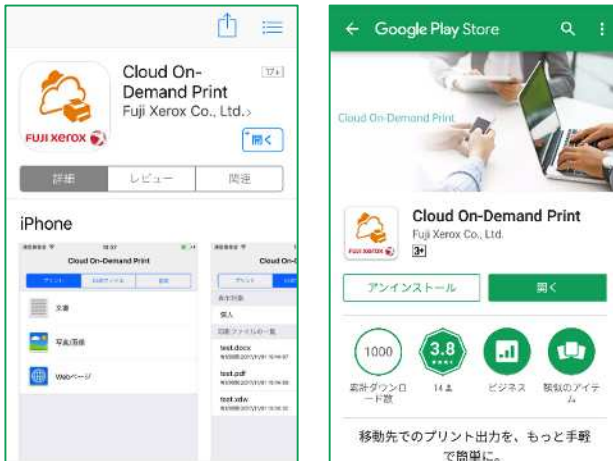
# How to print by using Cloud On-Demand Print App



## Smartphone/Tablet

### 1 Get app

Get [Cloud On-Demand Print] from app store.



#### iOS

App Store  
[Cloud On-Demand Print]



#### Android

Google Play™  
[Cloud On-Demand Print]



### 2 Input User ID and Password

Input User ID and Password for the first time.

| 利用ユーザーの設定                         |            | 次へ |
|-----------------------------------|------------|----|
| Cloud On-Demand Printのアカウントを利用する方 |            |    |
| ユーザーID                            | 619-icu    |    |
| パスワード                             | momimapple |    |

### 3 Choose Tenant

Confirm the tenant and click "save."

| 戻る                         | テナントの選択   | 保存 |
|----------------------------|-----------|----|
| テナントを選択してください              |           |    |
| テナント                       | 国際基督教大学 > |    |
| ※あとでアプリケーションの設定から設定・変更できます |           |    |

### 4 Upload the file

| Cloud On-Demand Print |        |
|-----------------------|--------|
| プリント                  | 印刷ファイル |
| 文書                    |        |
| 写真/画像                 |        |
| Webページ                |        |
| テキスト                  |        |





# How to use Cloud On-Demand Printer



## How to use printer

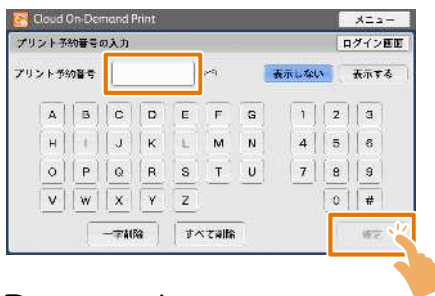
### 1 Menu

Click "Cloud On-Demand Print" in menu screen.



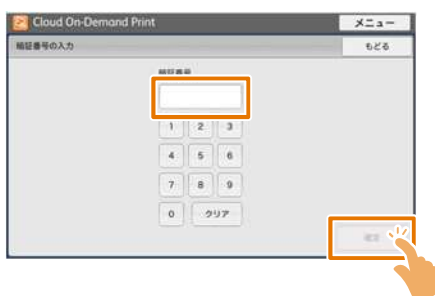
### 2 Input "Print Reference Number"

Input "Print Reference Number" and click "OK."



### 3 Input Password

Input Password (4 digit number) and click "OK."



### 4 Confirm print image

Confirm the details of the print document and click "Print Settings."



### 5 Print Setting

You can change the print settings if you need. Click "Print" when you are ready.



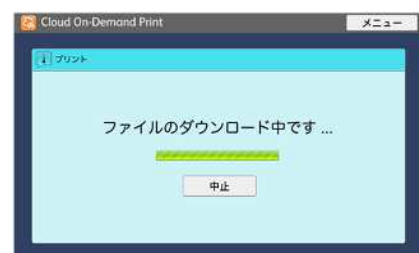
### 6 Printing Confirmation

Click "Yes" to start printing.



### 7 File downloading

The file will be downloaded and print will start.



### 8 File Delete Confirmation

Check the printed document and choose "Delete" or "Do Not Delete"

