



Installing Your Multifunction to Your Network for the First Time

MAXIFY MB5020

Windows OS

Wireless Setup Using Standard Setup

Installing Your Multifunction to Your Network for the First Time

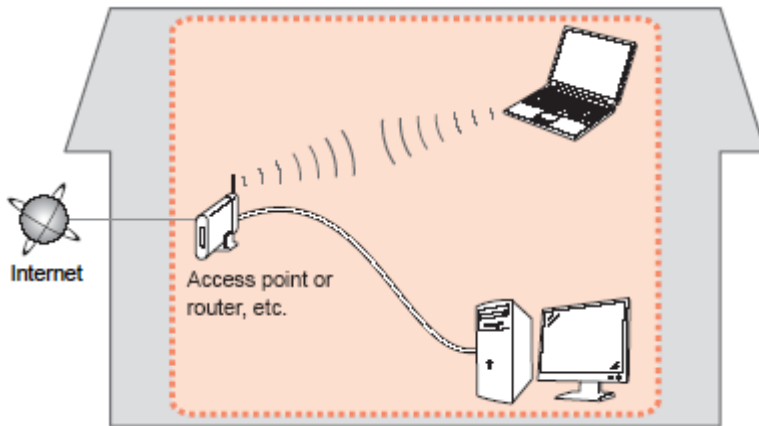
**MAXIFY MB5020
Windows OS**

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Preparing to Connect the Multifunction To the Network

Network Requirements

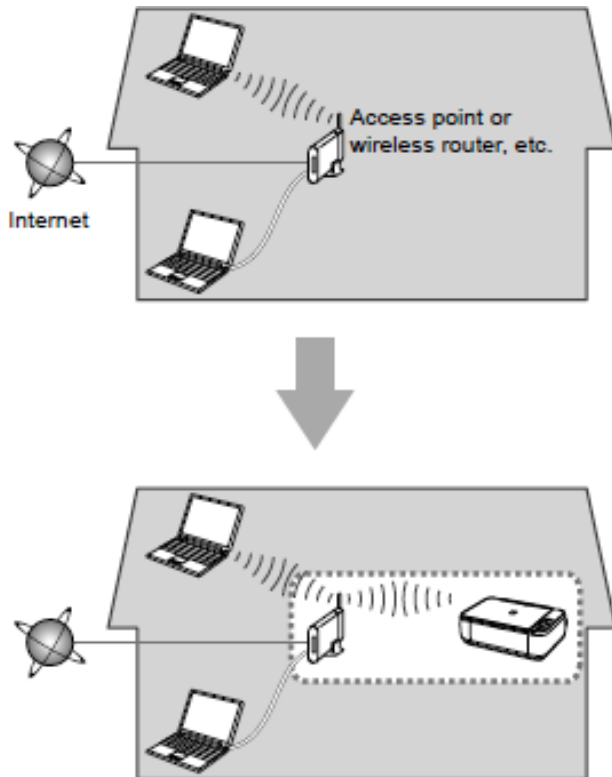
Before connecting the machine to the network, make sure that configuration of the computer and access point or router is complete, and that the computer is connected to the network.



Wireless Connection

Before connecting the machine to the network, the computer needs to be connected to the network. Make sure that configuration of the computer and access point or router is complete.

Preparing to Connect the Multifunction To the Network



Notes on Network Connection

- The configuration, router functions, setup procedures and security settings of the network device vary depending on your system environment. For details, refer to your device's instruction manual or contact its manufacturer.
- In an office setup, consult your network administrator
- If you connect to a network that is not protected with security measures, there is a risk of disclosing data such as your personal information to a third party.
- Place the machine and computer on the same network segment.

Setting Up the Network Connection

Software Installation

To use the machine by connecting it to a computer, software including the drivers needs to be copied (installed) to the computer's hard disk. Installation time varies depending on the computer environment or the number of application software to be installed.

IMPORTANT

- Log on as the administrator (or a member of the Administrators group).
- Quit all running applications before installation.
- Do not switch users during the installation process.
- Internet connection may be required during the installation. Connection fees may apply. Consult the internet service provider.
- It may be necessary to restart your computer during the installation process. Follow the on-screen instructions and do not remove the Setup CD-ROM during restarting. The installation resumes once your computer has restarted.
- If the firewall function of your security software is turned on, a warning message may appear that Canon software is attempting to access the network. If such a warning message appears, set the security software to always allow access.

Setting Up the Network Connection

To begin setup of your MAXIFY MB5020 on your wireless network, insert the Setup CD-ROM* in your computer.



The setup program will start automatically. The setup instructions presented in this document describe the “**Standard Setup**”. This setup method is used if your computer’s operating system is Windows XP or the printer is not detected using other methods.

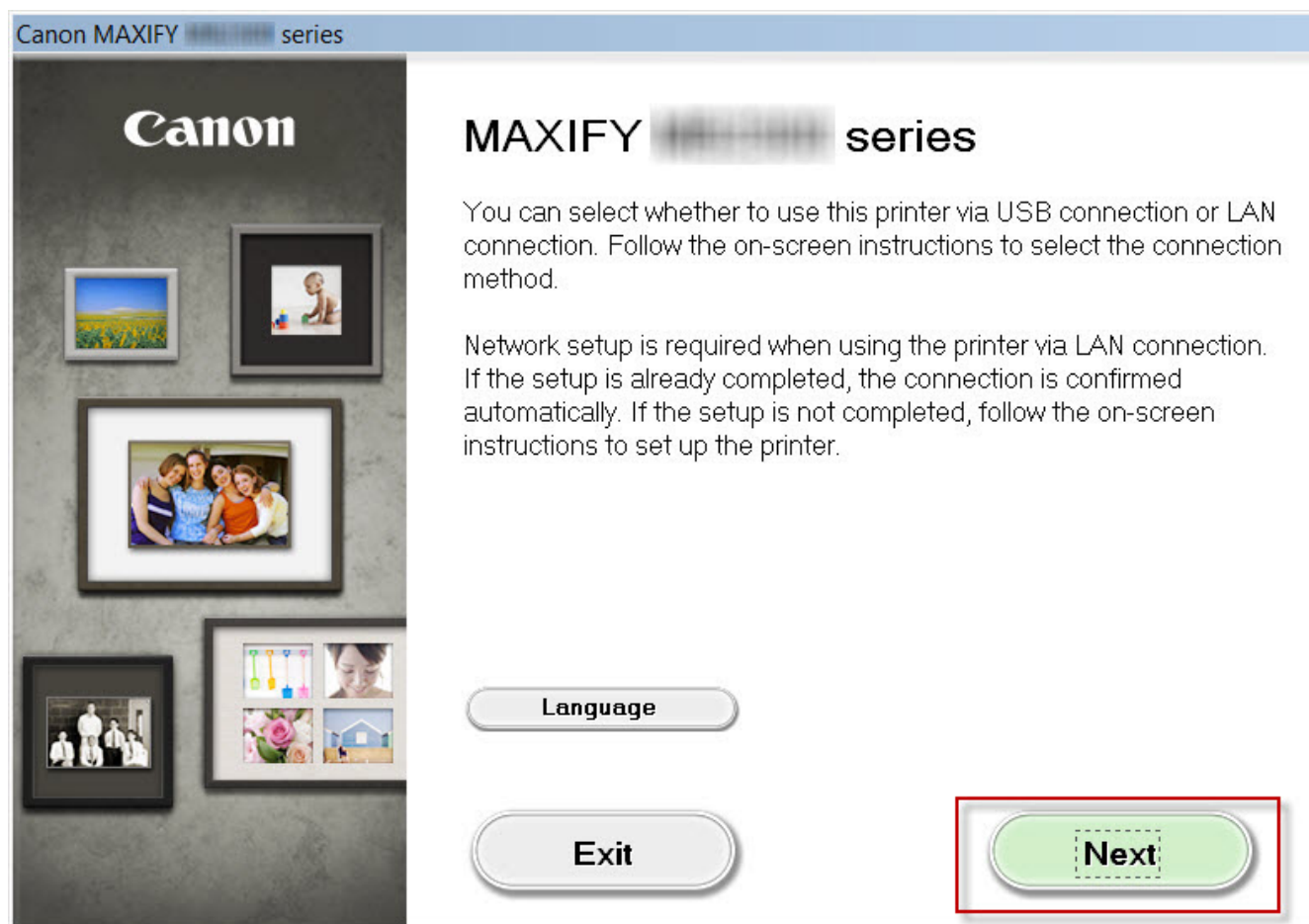
*If you don’t have or cannot use the Setup CD-ROM, follow the steps below to start the setup.

- [Download the software](#) (click the link to download)
- Double-click the downloaded .exe file.

If the **User Account Control** dialog box appears during the setup, click **Yes** or **Continue**.

Setting Up the Network Connection

Click **Next** on the initial screen.



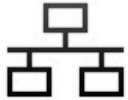
Setting Up the Network Connection

On the following screen, select **Wireless LAN Connection**, then click **Next**.

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Select the printer connection method.

 ☒ Wireless LAN Connection

 ☐ Wired LAN Connection

 ☐ USB Connection

Back Next

Setting Up the Network Connection

On the following screen, select **Access Point Connection**, then click **Next**.

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Select the wireless LAN connection method.



☒ **Access Point Connection (recommended)**
Connect the computer and the printer via wireless LAN router.



☐ **Direct Connection**
Directly connect the computer and the printer.

To switch between Access Point Connection and Direct Connection or for more details on the connection method, click [Instructions].

Instructions

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Setting Up the Network Connection

Continue following on-screen instructions. On the **Printers on Network List** screen, check the **Setting printer could not be found on the list** checkbox and click **Next**.

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Printers on Network List

Serial Number	MAC Address	IP Address

☒ Setting printer could not be found on the list

Update

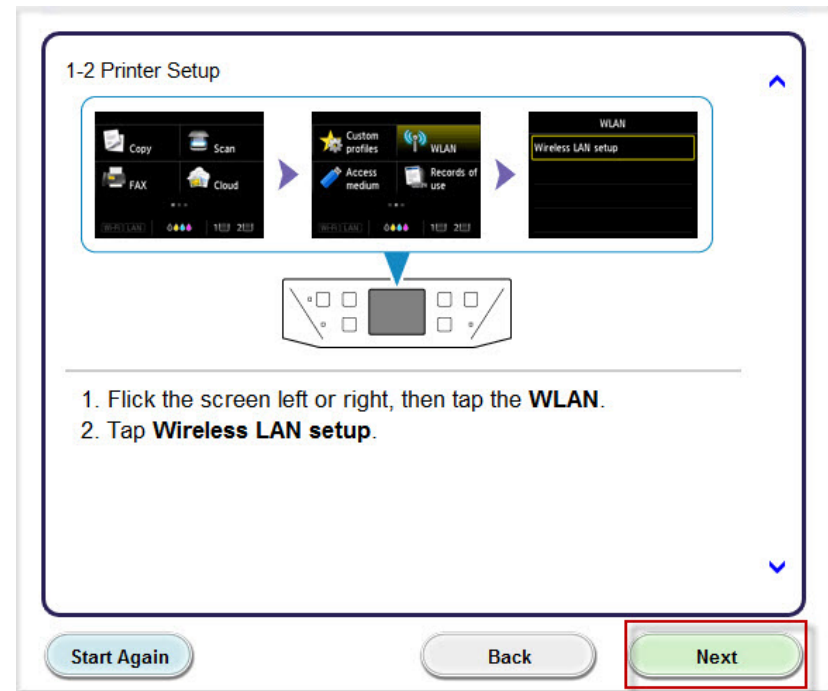
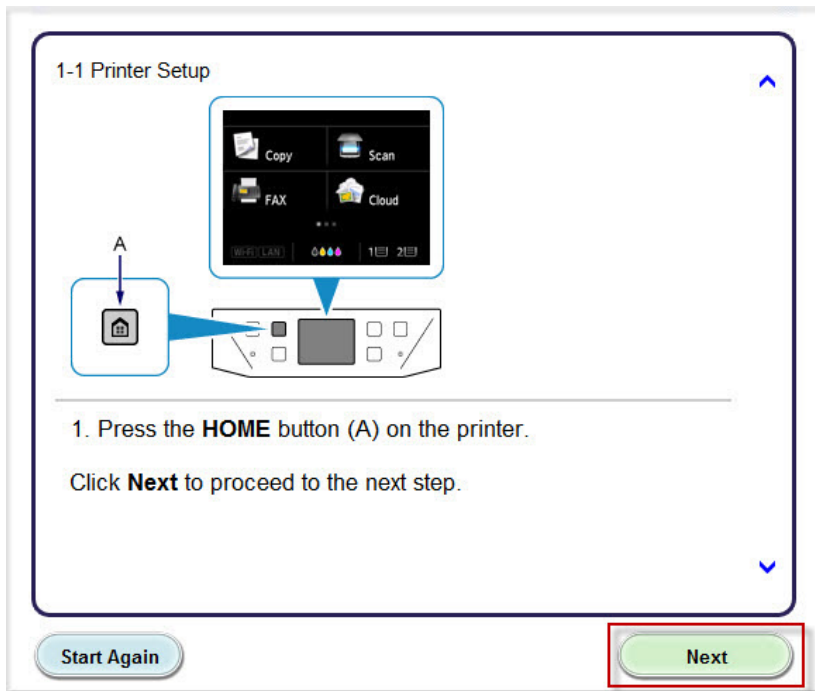
1. To set a printer on the network, select one from the above printers list, and then click [Next].
Serial number can be found on the back of the printer or the Letter of Guarantee.
2. If the setting printer could not be found on the above list, turn on the printer and click [Update].
3. If the printer could not still be found, select [Setting printer could not be found on the list], and then click [Next].

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Setting Up the Network Connection

Follow the instructions on the **Printer Setup** screens (1-1 and 1-2) to select **Wireless LAN setup**.



Setting Up the Network Connection

Continue to follow on-screen instructions.

Select **Other Methods** on the **Setup Procedure Selection** screen (2-1).

***Note:** If your printer's display looks like the screen shown above **Push Button Method** in the **Setup Procedure Selection** screen (2-1), tap **To other connection methods** before proceeding to the next instruction

2-1 Setup Procedure Selection

The printer will automatically search for compatible **access points**.

Click the method below that matches the screen displayed on your printer.

* If the Push Button Method screen is displayed on the printer
When you are unsure if your access point or **router** supports this technology, tap **To other connection methods**.
When the printer screen changes from left to right, click [here](#)
Proceed to the screen for Standard setup.

To start setup, tap [Start setup] on the device.

Start setup

To other connection methods

[Push Button Method](#)

Wireless LAN setup

Standard setup

WPS (Push button method)

Other setup

[Other Methods](#)

Setting Up the Network Connection

Continue to follow on-screen instructions.

Select **Standard setup** on the **Setup Procedure Selection** screen (2-2).

2-2 Setup Procedure Selection

Select the most suitable connection method from the following.

Connect to **Access Point** by entering the Network Password

Standard setup

When using **WEP key number** 2, 3 or 4, click **Other setup**, then select **Advanced setup**.

Connect to **WPS**-compatible Access Point

WPS

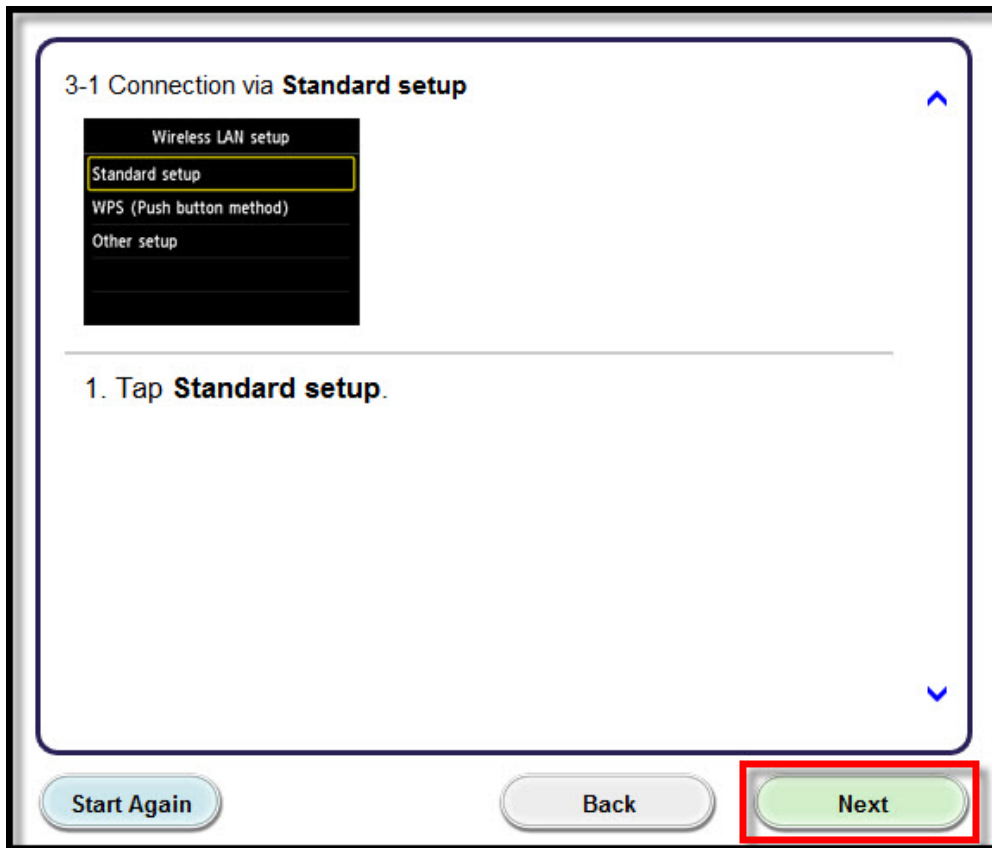
Connect Using Other Methods

Other setup

Setting Up the Network Connection

Continue to follow on-screen instructions.

Tap **Standard setup** on the printer's touchscreen. Click **Next** on the **Setup Procedure Selection** screen (2-2).



Setting Up the Network Connection

Follow On-screen instructions. When you get to Step 3-2 and later in Step 3-4 (screens shown below) you will need to know your Access Point and password information*

Step 3-2

3-2 Connection via **Standard setup**

Select access point

Search again

1. Tap your **access point**.
If another screen appears, refer to "Troubleshooting" on the right.

If you don't know your access point name

Confirm the access point name (automatic display)

Select the automatically displayed access point name in the printer screen.

Start Again Back **Next**

Step 3-4

3-4 Connection via **Standard setup**

1. Enter the **network password (WEP key or passphrase)**.
Character entry is case-sensitive so be sure to confirm.
Click [here](#) for details on how to enter characters and how to change the character type.

If you don't know the network password for your **access point**

Confirm the network password (automatic display)

Enter the automatically displayed network password in the printer screen.

2. Tap **OK**.

Start Again Back **Next**

***Unless you are absolutely certain of this information, please continue to the next page for information on locating / verifying this information before entering on the machine.**

Continue to follow the on-screen instructions.

Setting Up the Network Connection

If you don't know your Access Point / Router name, or the Network password for your wireless network, you can find this information during Standard setup using the Setup CD-ROM or the downloaded file.

Look for the **Confirm the access point name** or the **Confirm the network password (automatic display)** buttons during the setup procedure.



Clicking either of these buttons will give the needed information. On a Mac OS X system you may need to click 'Allow' on one or more windows after clicking either of the above buttons. See example below of the Wireless Lan Setup Information window. (appearance varies depending on Operating System). Use the provided information when selecting the Access Point / Router and for entering the Network Password (Steps 3-2 and 3-4 on the previous page).

Below is information about the access points detected from your computer.

Wireless LAN Setup Information:

Access Point Na...	Network Key (Encryption Key)
YourNetName	YourPassPhraseorNetKey

OK

Installing the Drivers & Software

Continue following on-screen instructions. When you get to the **Printers on Network List**, verify that your printer's Serial Number is listed and the box to the left of the serial number is checked. Click **Next**.

Printers on Network List

	Serial Number	MAC Address	IP Address
☒	ABCD12345	00:00:00:00:00	172.20.20.136
☐			
☐			
☐			
☐			
☐			
☐			
☐			
☐			
☐			

☐ Setting printer could not be found on the list

Update

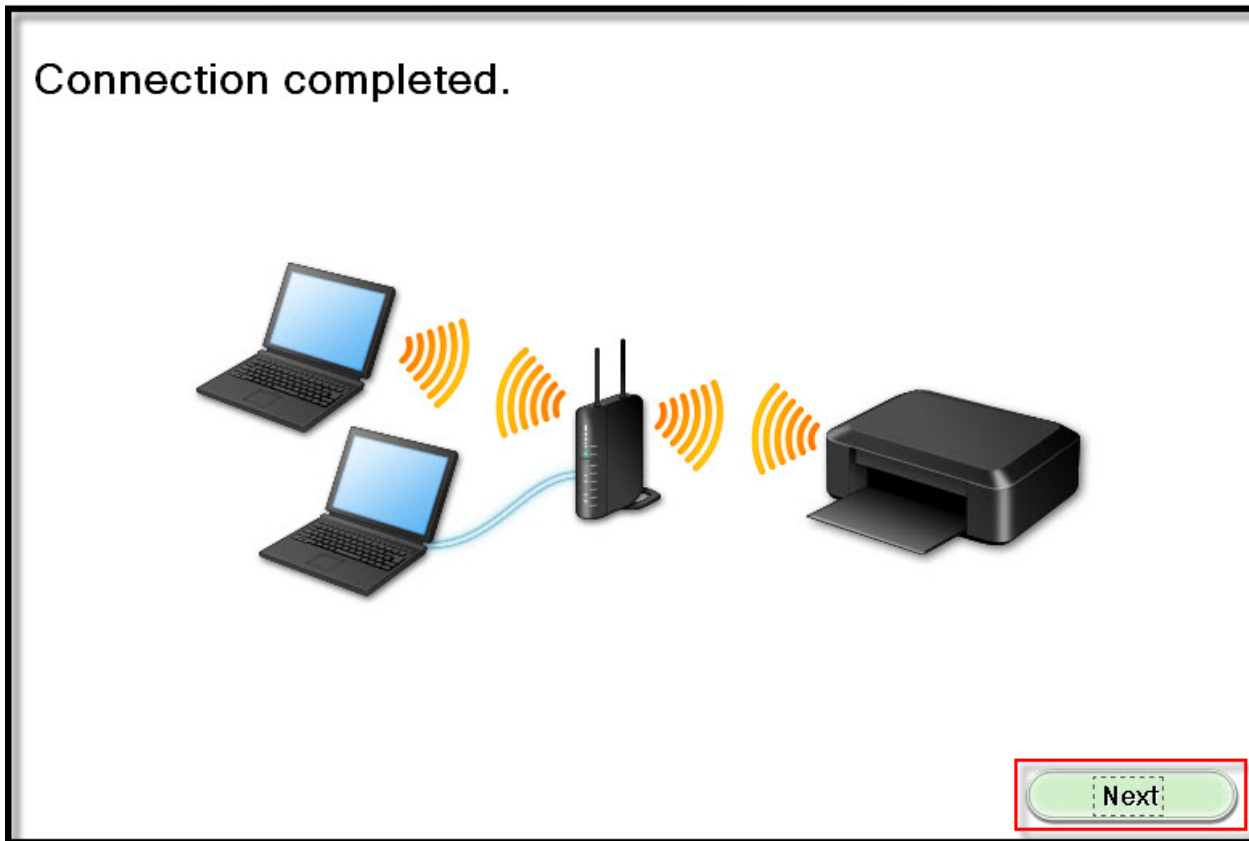
1. To set a printer on the network, select one from the above printers list, and then click [Next].
Serial number can be found on the back of the printer or the Letter of Guarantee.
2. If the setting printer could not be found on the above list, turn on the printer and click [Update].
3. If the printer could not still be found, select [Setting printer could not be found on the list], and the click [Next].

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Setting Up the Network Connection

Click **Next** on the **Connection completed** screen.



Installing the Drivers & Software

Continue following on-screen instructions. On the **Software Installation List**, select *software to install and click **Next**.

***MP Drivers** is required and cannot be deselected. We recommend installing **Quick Toolbox** to take full advantage of the printer's features.

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Software Installation List

The selected software will be installed. Make sure that the software you want to install is selected, and then click [Next].

☒ MP Drivers	260 MB
☒ User's Manual	20 MB
☒ My Printer	14 MB
☒ Speed Dial Utility	18 MB
☒ Quick Toolbox	10 MB
☒ Easy-WebPrint EX	110 MB
☐ XPS Driver	130 MB
☐ Additional Dictionaries for OCR (Chinese/Korean)	40 MB

Drive C: 65711 MB free space
Total used space: 432 MB

Select All

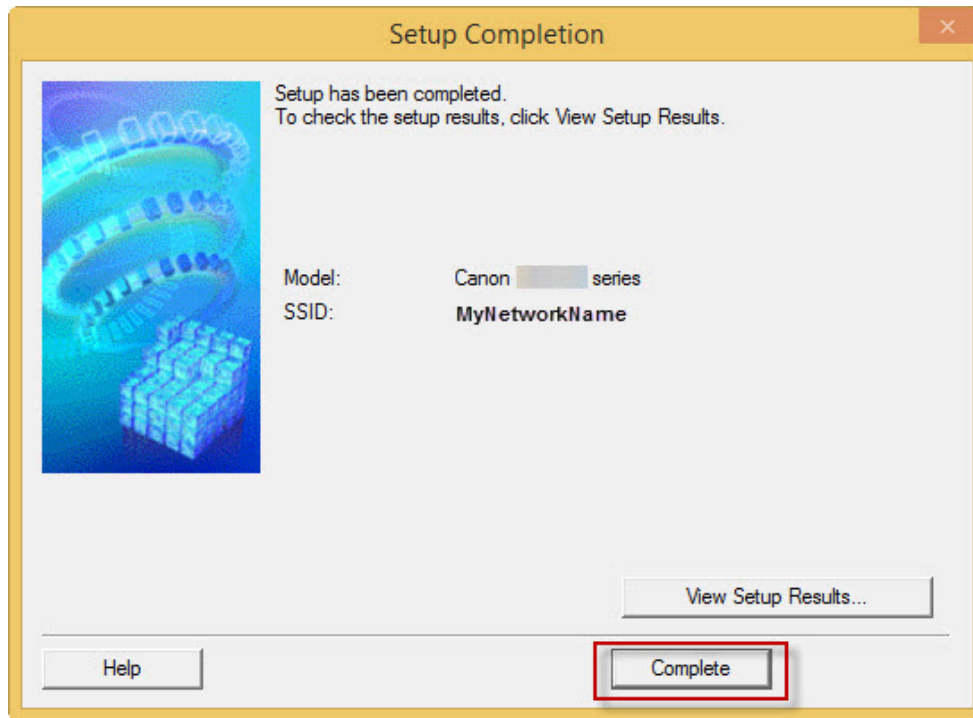
Clear All

Back **Estimated installation time: 10 to 15 minutes** **Next**

Installing the Drivers & Software

Continue following on-screen instructions.

When the **Setup Completion** dialog box appears, click **Complete**.



At this point, setup of the printer and network is complete. Continue to follow any remaining on-screen instructions to finish and exit the setup program.