



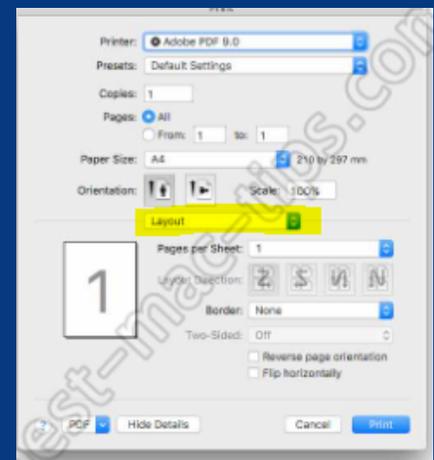
Printer Setup for Windows

1. Open web browser and in the address bar go to Business.Toshiba.com
2. At the top of the page click the Red Down arrow next to “Support & Drivers”
3. In Search for Model number Box input 3525 and click search for model.
Select e-STUDIO3525AC
4. Scroll down to “E-bridge current Drivers”
5. Click the word Zip next to “Windows e-bridge Universal 2 PCL/PS 32/64 Bit Driver”
6. The file will download to your computer and go into your “Downloads Folder”
7. Go to the File and Open it.
8. Choose Extract to and have it Extract to your Downloads
9. You want to open the folder and double click on the file called “essetup.exe”
10. Follow the prompts and this will install the driver onto your computer.
11. Next you want to install the printer using “Printers & Scanners” if you don’t know where this is on your computer you can search for it.
12. Once there you want to “Add a Printer or Scanner”
13. A bunch of printers will come up but you want to wait until you see in blue “the printer I want isn’t listed” and click on that
14. A box will come up and you need to choose the Circle next to “Add a Printer using an IP address or Hostname” and click next
15. Device type should be “TCP/IP device” (choose the drop down to select it)
16. In Hostname or IP address enter 192.168.1.239 and hit next
17. Then follow the prompts until the printer is installed once done it will show up as “Toshiba” printer
18. Print any document or web page and when you click print a box should pop up asking for your code
19. Your code is the last 4 digits of your social security code.

Printer Setup for Macs

1. Open web browser and in the address bar go to Business.Toshiba.com
2. At the top of the page click the Red Down arrow next to “Drivers & Manuals”
3. In Search for Model number Box input 3525 and click search for model. Select e-STUDIO3525AC
4. Scroll down to “E-bridge current Drivers”
5. Click the word Zip next to “Mac OS X 10.12.6 and later, Duplex, color”
6. The file will download to your computer and go into your “Downloads Folder”
7. Go to the File and Open it.
8. Choose Extract to and have it Extract to your Downloads
9. You want to open the folder and double click on the file to install it
10. Follow the prompts and this will install the driver onto your computer.
11. Next you want to install the printer using + button.
12. Once there you want to click the Network tab this will allow you to install the printer with an IP address
13. In the IP box enter 192.168.1.239
14. Once you hit enter you should see “Toshiba color MFP” in the bottom box.
15. Follow the next button’s until the printer is installed.
16. Print any document or web page when the print box comes up you want to navigate to advanced settings.
17. Choose the option that says print using dialog this will open a new box will come up you want to navigate to the highlighted area and choose Print mode

- See photo.
- This will bring up new options and there will be a box next to Department Code here you want to enter the last 4 digits of your Social.
- Make sure to save these options and you are set to go.



Note for Windows 10 & 11 Setup

Windows 10 in S mode is designed for security and performance, exclusively running apps from the Microsoft Store. If you want to install an app that isn't available in the Microsoft Store, you'll need to switch out of S mode. Switching out of S mode is one-way. If you make the switch, you won't be able to go back to Windows 10 in S mode. There's no charge to switch out of S mode.

1. On your PC running Windows 10 in S mode, open Settings Gear-shaped Settings icon > Update & Security Circular arrows Sync icon > Activation.
2. In the Switch to Windows 10 Home or Switch to Windows 10 Pro section, select Go to the Store. (If you also see an "Upgrade your edition of Windows" section, be careful not to click the "Go to the Store" link that appears there.)
3. On the Switch out of S mode (or similar) page that appears in the Microsoft Store, select the Get button. After you see a confirmation message on the page, you'll be able to install apps from outside of the Microsoft Store.

To disable S mode in Windows 11 and switch to the regular Windows 11 version, follow these steps:

- Open the "Settings" app. You can do this by pressing the "Windows" key, then clicking the gear-shaped icon in the Start menu.
- In the Settings window, click on "System." On the left sidebar, select "About." Scroll down to the "Windows specifications" section.
- You will see a "Switch to Windows 11 Home" or "Switch to Windows 11 Pro" link, depending on your edition. Click on this link.
- A window will open with information about switching out of S mode. Click the "Get" button.
- Follow the on-screen prompts to complete the switch. You may need to sign in with your Microsoft account or create one if you don't have one.
- Once the process is complete, your Windows 11 S mode will be disabled, and you'll have the regular Windows 11 Home or Pro edition, depending on your choice.