



For Stratus Users

Using Direct Print with Dispatcher Stratus

What Is Direct Printing?

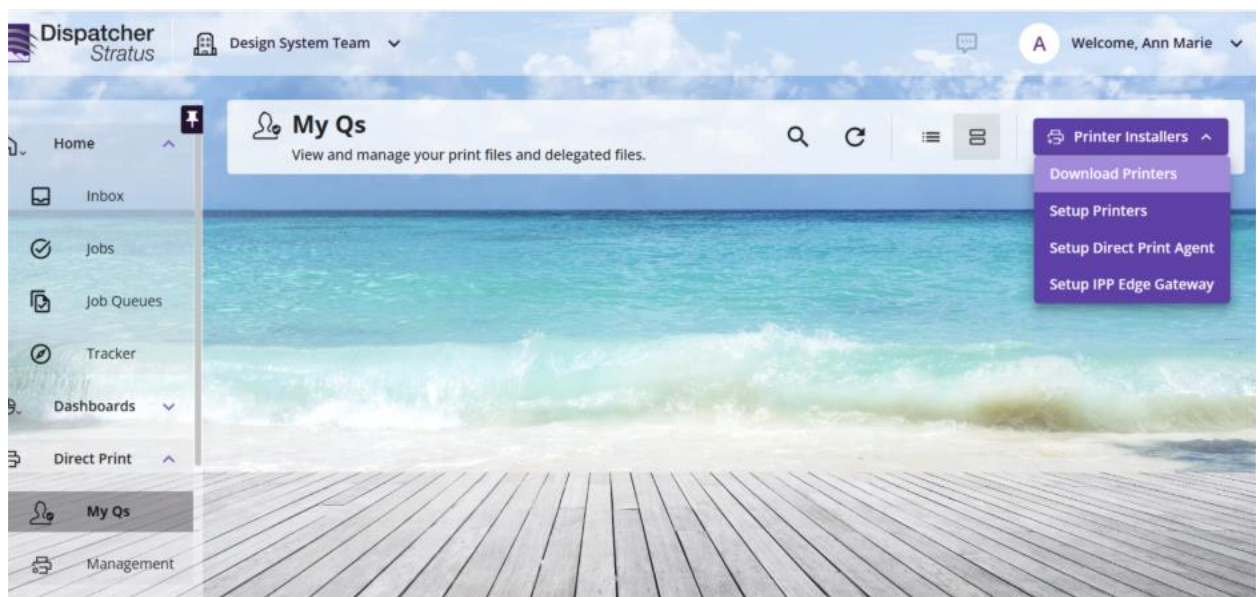
Direct **Printing** lets you send documents straight to a specific printer. No secure authentication release steps are necessary - your file prints immediately.

1. Make Sure You're Logged into Dispatcher Stratus

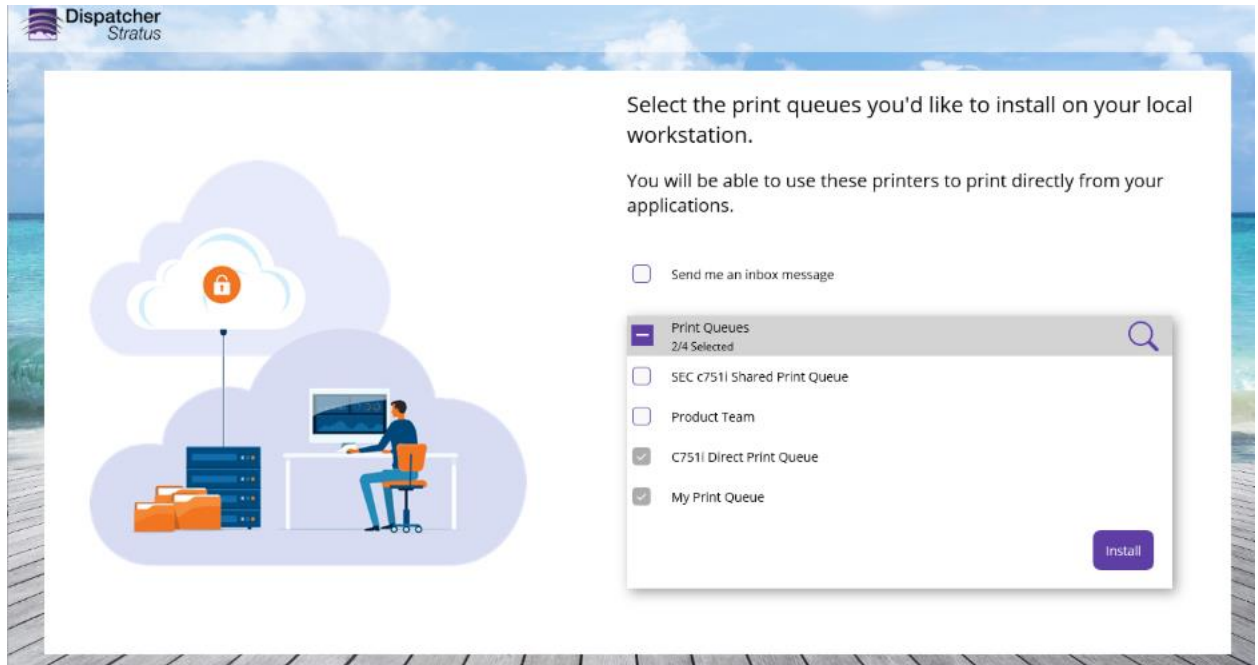
- Open your browser.
- Go to your organization's Stratus login page.
- Sign in with your work credentials.

2. Install Direct Printer with IPP Installer

- Direct Print → My Qs → Printer Installers → Download Printers



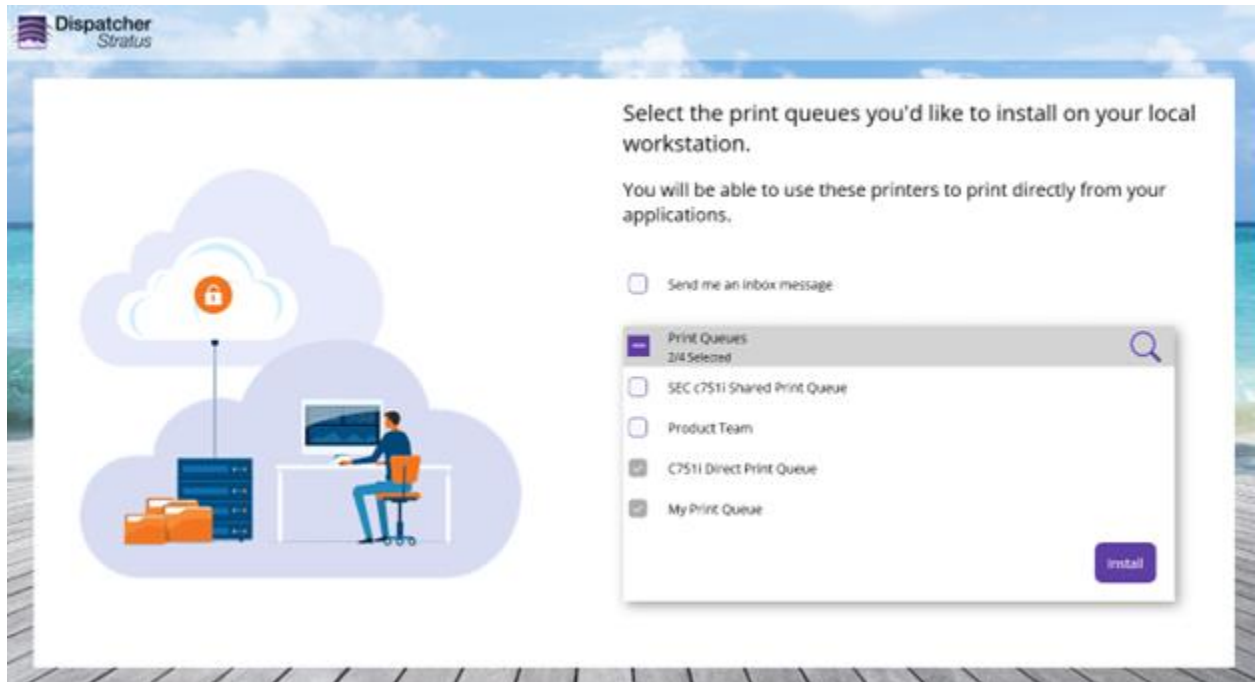
- Open your downloads and double click on the IPPInstaller
- On the popup, click the install button
- A new popup will appear showing the installation
- Once done, click Launch



- Open the Printer Installer, which will show as an application in your dock



- Choose the **Direct Print Queue** name from the list that you want to add to your workstation and click **Install**

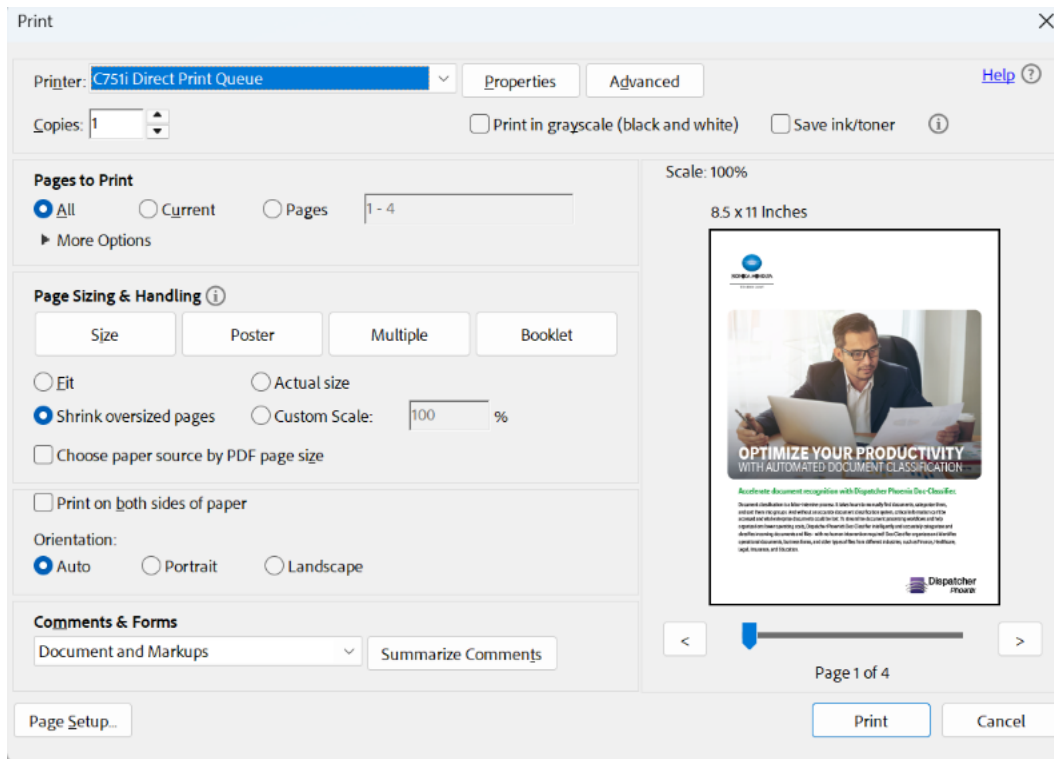


- A popup will ask you if you are sure you want to install. Click **Yes**.
- When prompted by the alert popup for opening the agent, click the Open button
- Once complete, click Close on the popup
- Your printer is now ready and you can click the I'm Done button

2. Choose the Direct Print Printer

When printing from any application:

- Select **Print**.
- From the printer list, choose the **Direct Print Queue** for your location/device.



3. Adjust Your Print Settings (Optional)

Depending on your organization’s setup, IPP supports:

- Color or Black & White
- 1sided or 2sided (duplex)
- Paper size selection
- Finishing: stapling, holepunch, etc.
- Number of copies

Choose the settings you want, then proceed.

4. Send the Print Job

Click **Print**.

Your **document** goes straight to the selected printer.

5. Pick Up Your Print

Simply go to the device and retrieve your printout — no login or release steps needed.