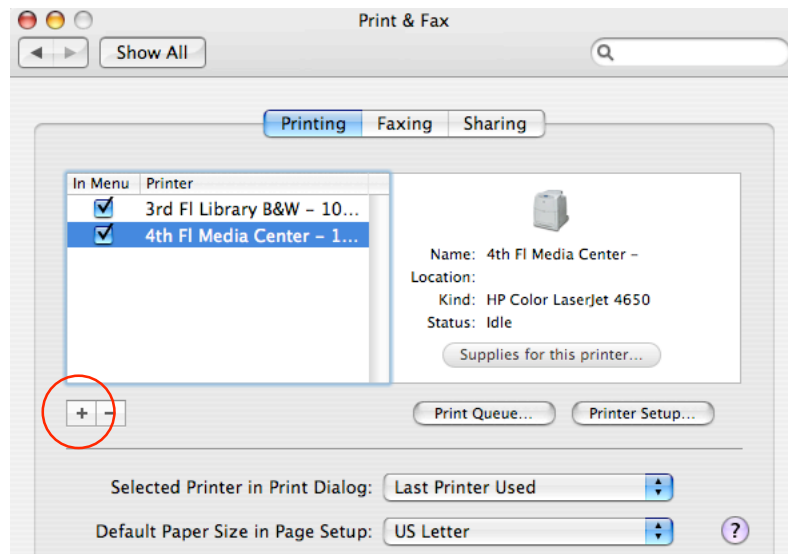


Installing a Networked Printer

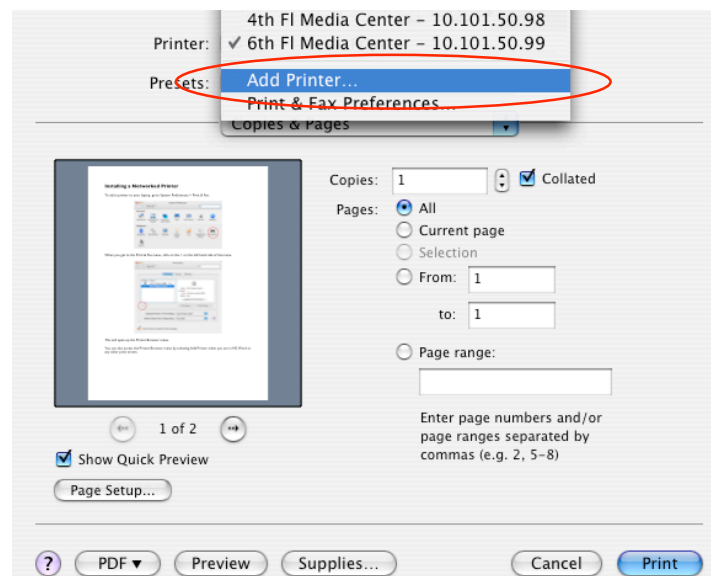
To add a printer to your laptop, go to System Preferences > Print & Fax.



When you get to the Print & Fax menu, click on the + on the left hand side of the menu. This will open up the Printer Browser menu.

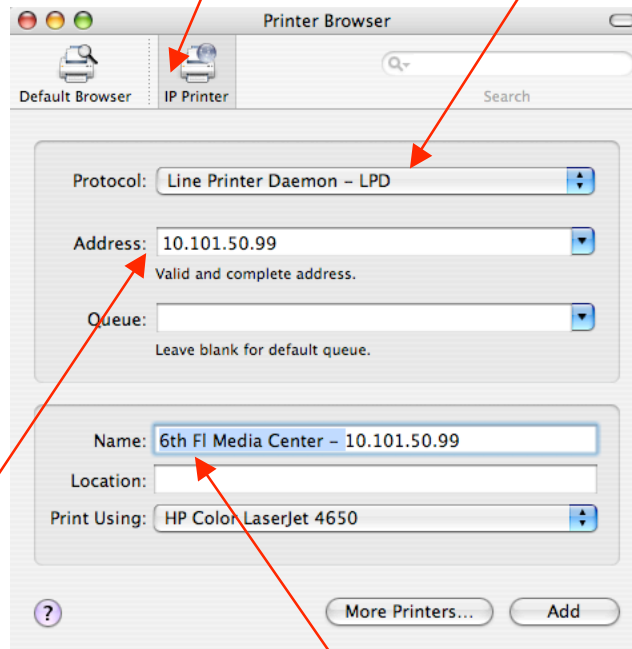


You can also access the Printer Browser menu by selecting Add Printer when you are in MS Word or any other print screen.



Once you get to the Printer Browser, click on IP Printer.

Make sure the Protocol: Line Printer Daemon – LPD.



Type in the Printer Address (refer to the list below).

You may choose to give the printer a name that will help you remember its location. If you don't give it a name, just the Printer Address (numbers) will show up in your printer list, which may get confusing.

When you are done, click on Add.

You should now be able to print to the printer you have installed from any location.

PRINTER ADDRESSES

Pearl Common Areas

3rd Floor

Library B&W – 10.101.50.24

Library Color – 10.101.100.110

4th Floor

Media Center Color – 10.101.50.98

5th Floor

Conference Room B&W – 10.101.50.10

6th Floor

Media Center Color – 10.101.50.99

Pearl Classrooms

KA – 10.101.100.180

KB – 10.101.100.178

1A – 10.101.100.84

1B – TBA

2A & 2B – 10.101.100.179

3A – 10.101.100.56

3B – 10.101.100.94

4A – 10.101.100.185

4B – 10.101.100.177

Willoughby Common Areas

2nd Floor Faculty Room B&W – 10.201.50.12

3rd Floor Media Center Color – 10.201.50.10