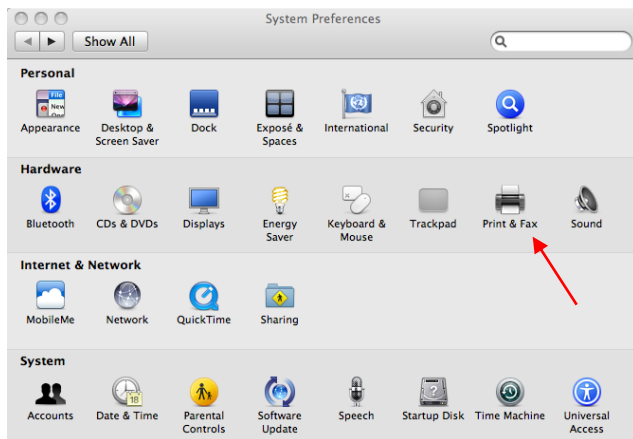


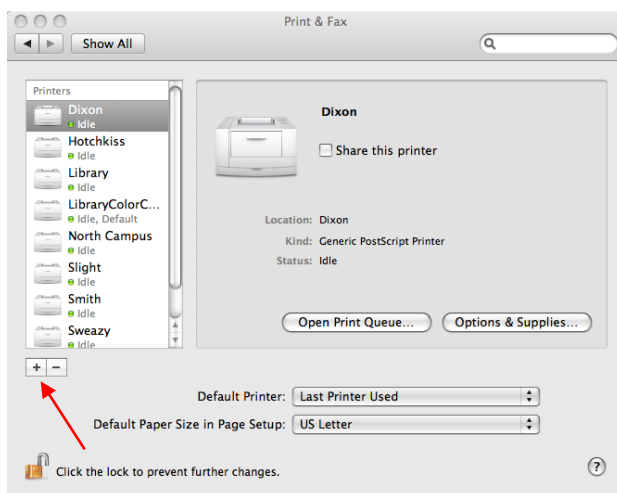
Mac OS X 10.5 & 10.6 Printer Configuration

Adding a Public Network Printer to your Mac

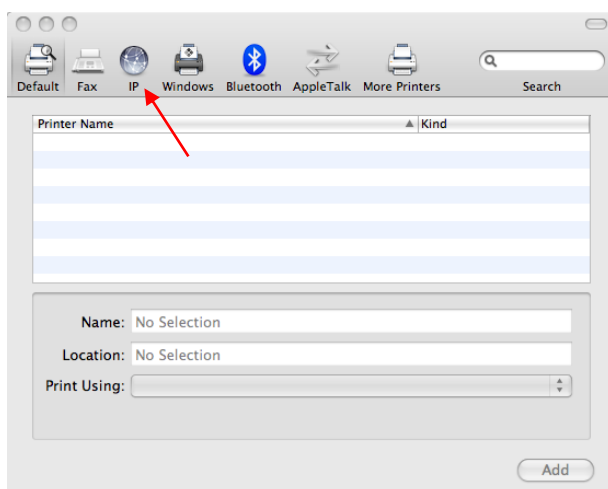
1) Open **Print & Fax** Utility (located in System Preferences).



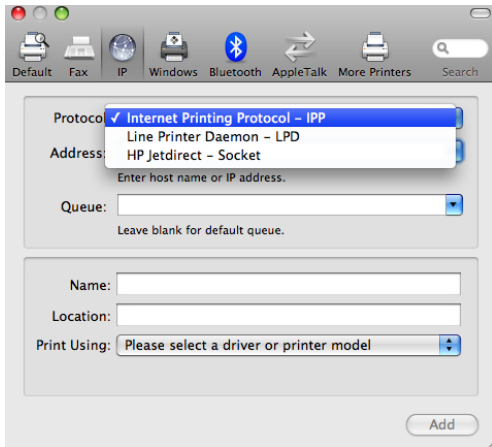
2) Click "+" button to add a printer.



3) A popup window will appear that has a printer configuration toolbar across the top. Click the button labeled **IP**.



4) In the **Protocol** drop down box, select Internet Printing Protocol - IPP.



5) In the **Address** box, enter 172.19.0.12 – This is the IP address of the print server you are connecting to.

6) In the **Queue** box, enter the word “printers” followed by a forward slash “/” and then the name of the printer you want to install. (Note: The printer names are case-sensitive. See the table below.)

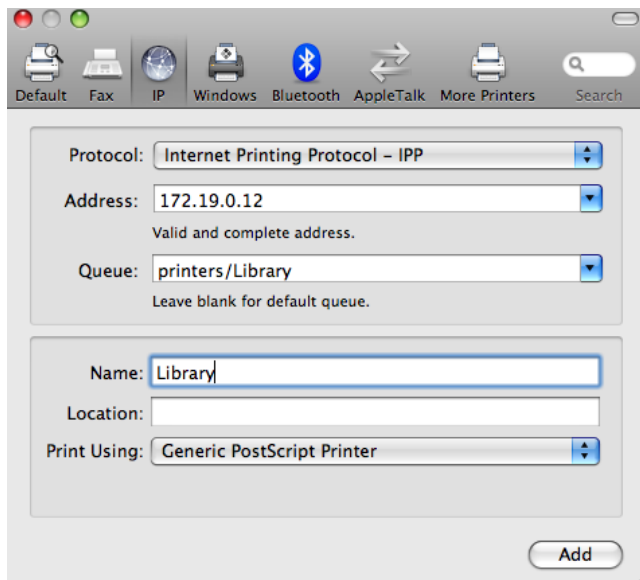
7) In the **Name** box, enter the Name of the printer (see the table below).

Name	Printer
Dixon	Dixon
Hotchkiss	Hotchkiss
Slight	Slight
Library	Library
NorthCampus	NorthCampus
Sweazy	Sweazy
Waldock	Waldock
Smith	Smith
LibraryColor	LibraryColor
StudentCenter	StudentCenter

*On the LibraryColor printer, you will see a checkbox labeled “Duplex Printing Unit” after you add the printer. You should check this box.

8) For **Location**, You can input anything that will help you remember where the printer is (ie. 2nd Floor Smith Dorm) or you can just leave blank.

9) For **Print Using**, choose Generic PostScript Printer and click **Add**.



Repeat steps 2-10 for each printer you want to add

Installing the PaperCut Print Management Client

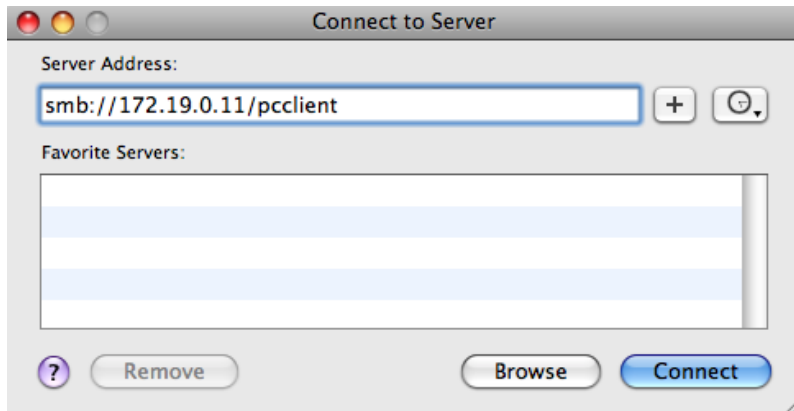
In order to use the Network Printers at TMC, you must run the PaperCut Client for Mac. This client will allow you to enter your username and password when you print a document so that the printing charges are applied to the correct account. It also allows you to see your remaining printing balance at a glance, and provides links to the printer installation instructions as well as your printer account management page.

The PaperCut Client must be installed and running in order to print. If the client is not installed or not running when you print a document, the document will not print, and you will receive no error message. If you are having trouble printing, please ensure that the PCClient App is running.

1) Connect to the PaperCut server. Click on the desktop of your computer so that the word **Finder** appears on the top left corner next to the Apple icon. Press **Command+K**.



2) A window labeled Connect to Server opens. In the **Server Address** field, type: **smb://172.19.0.11/pcclient** Click **Connect**.



3) A window labeled Connecting to Server will open. Shortly after, another window will open requesting your login information.

Ensure the **Registered User** radio button is selected.

In the **Name** field enter your TMC login name (e.g. francisjd).

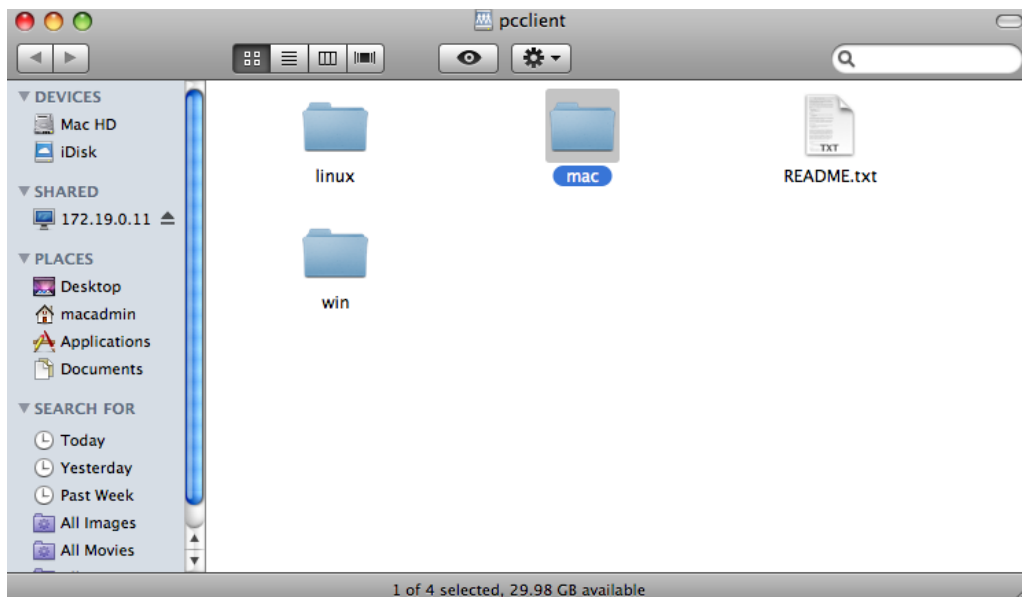
In the **Password** field, supply your TMC password.

Check the box labeled **"Remember this password in my keychain."**

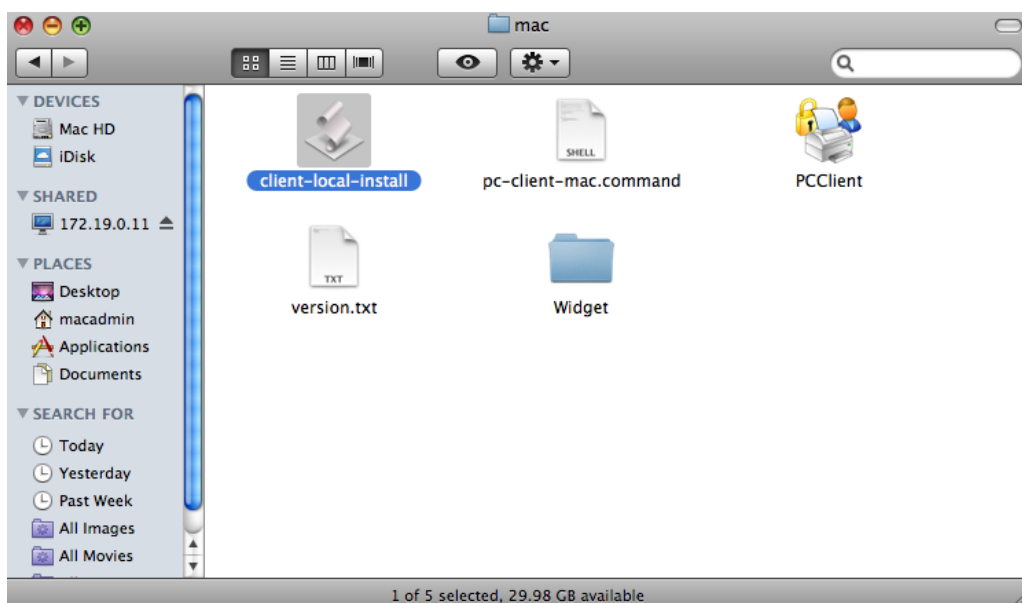
Click **Connect**.



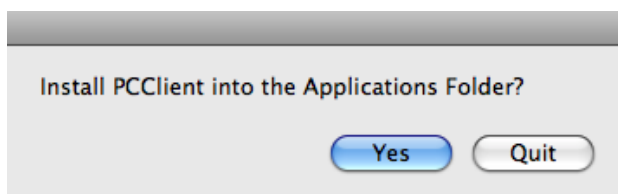
4) A window labeled **pcclient** will open. Double click on the folder named **mac**.



5) A window labeled **mac** will open. Double click on the file named **client-local-install**.

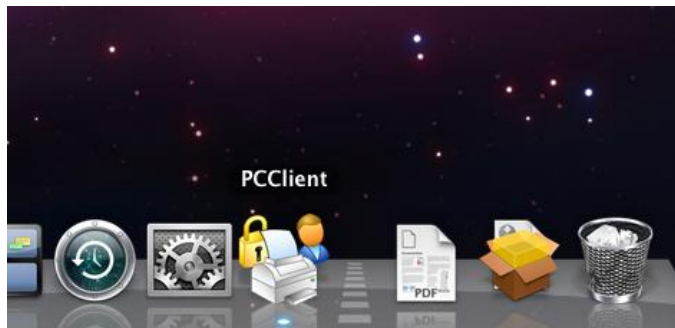


6) A window will popup asking if you would like to install the PCClient into the Applications Folder. Click **Yes**.



NOTE: It may take a few minutes for the installation process to complete.

7) The PaperCut Client is now installed on your computer. PCClient must be running in order to print to the Network Printers.



8) To ensure that PCClient is always running, add it to the startup items for your user account

Open **System Preferences**.

Click **Accounts**.

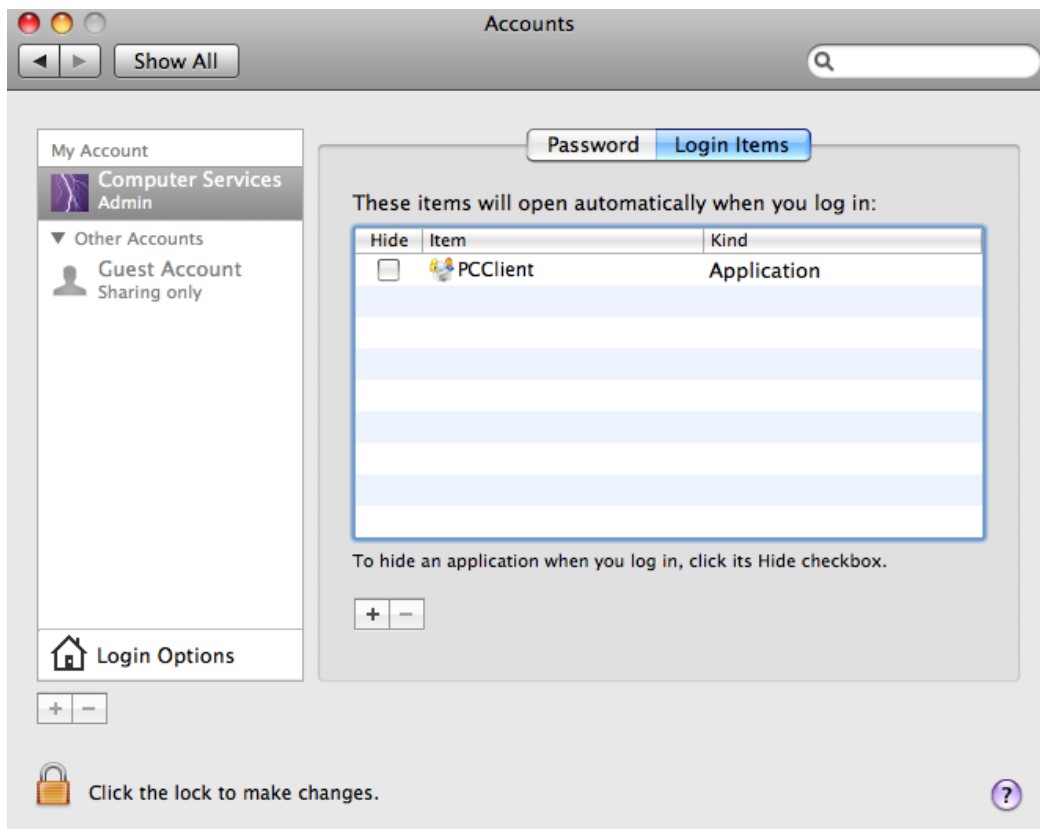
Select your account from the left hand column.

Click the **Login Items** button at the top of the window.

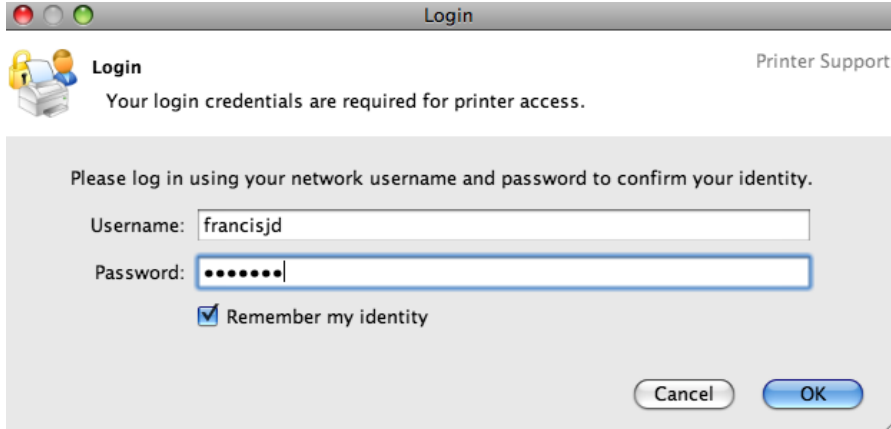
Click the **+** button.

Navigate to the Applications folder and select the **PCClient** application.

Click **Add**.



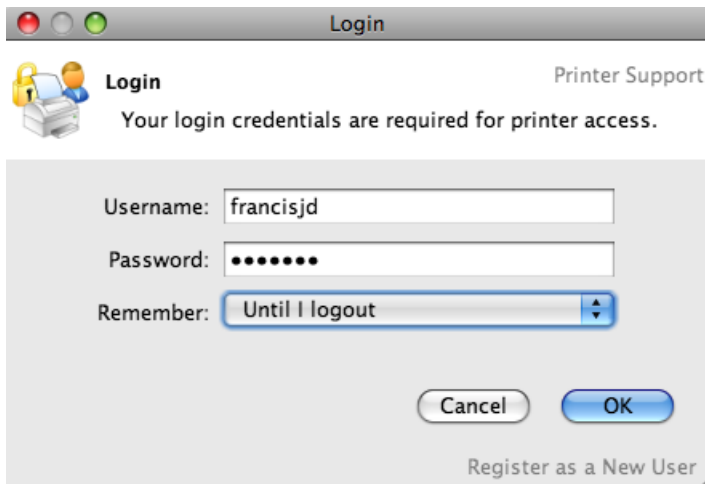
9) The first time PCClient opens, it will ask you for your login credentials. Enter your TMC **username** and **password** in the appropriate fields (e.g. francisjd for username, your password for password). Check the box labeled **"Remember my identity."** Click **OK**.



10) A small window will open displaying your username and your remaining printing account balance. Also on this window are the links for the printer installation instructions as well as the printing account management page.



11) When you print a document, another window will pop up asking you to confirm your printing credentials. Enter your TMC **username** and **password** in the appropriate fields then select **"Until I logout"** in the **Remember** dropdown.



12) The document will print and the appropriate amount will be deducted from your printing account balance.

Troubleshooting:

- 1) If you print a document and nothing comes out of the printer, check to make sure that the PCClient application is running. It must be running in order for you to print.
- 2) When adding a printer, the Queue name and Address must be typed exactly, and the Queue names are case sensitive.
- 3) If you are having further troubles printing, please ensure that you have followed every step of these instructions exactly. If you continue having problems, please contact Computer Services at helpdesk@masters.edu, 661.362.2876 or stop by during our walk-in hours.