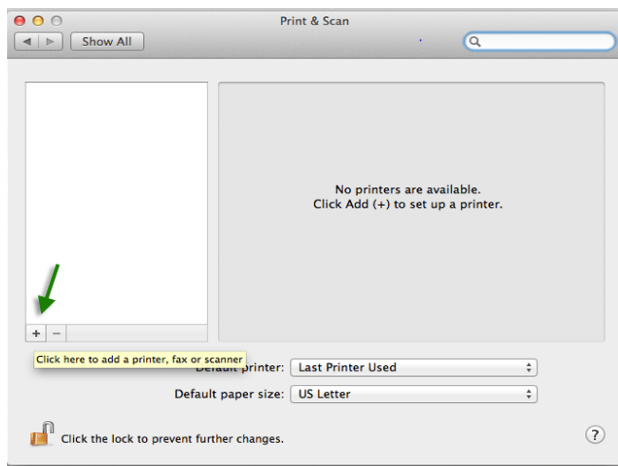


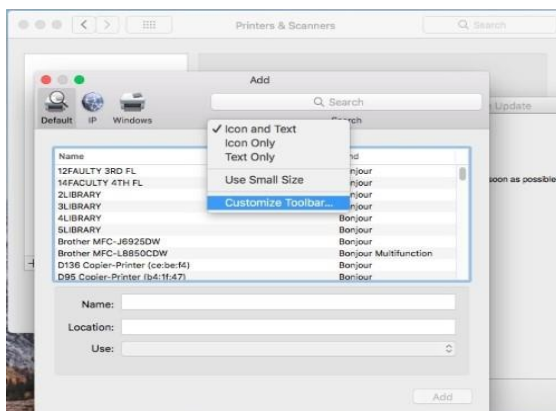
Widener University Systems Documentation

Macitosh Printer Self Install

1. Be sure to log in to your workstation with an administrator account, or have administrator credentials available, you will be prompted for them during the install process.
2. Open 'System Preferences' from the Apple menu and click on Printers & Scanners. Make a note of the printername.
3. In 'Printers & Scanners', click on the '+'

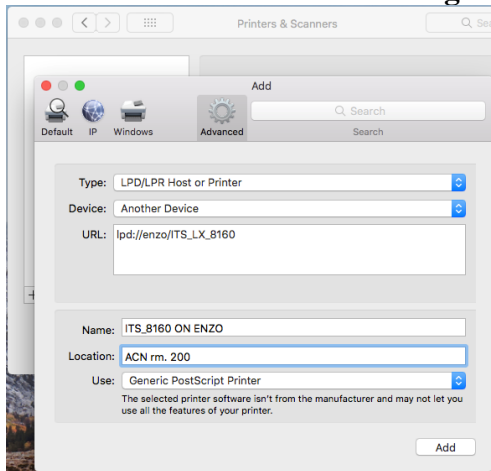


4. In the 'ADD' box, control-click the toolbar, select 'Customize Toolbar...' and drag The 'Advanced' icon to the toolbar. Click 'done'.



5. In the 'Add' box, next to 'type', tap the dropdown and select 'LPD/LPR Host or Printer'. Leave 'Device' as default. In the 'URL:' box, type 'lpd://enzo/<printername>' (printername was noted in step2) In the 'Name:' box, manually enter: <printername> on Enzo.

NOTE: Please maintain this naming convention for all installs.



Click 'add'.

6. The computer will now communicate with the device and offer options. I.e. duplexer, # of trays, etc. Choose the correct options and click ok.

NOTE: you are now printing from a new print server. Please delete the old printer from your machine.

If you have difficulties, please contact the ITS helpdesk at ext. 1047.