(This document assumes you have already gotten the papercut software from IPRINT and copied it onto your computer thus entering your NETID and password to the keychain. If you have not copied the papercut software, please do so first)

To install a printer on the mac you need to go into the System Preferences. Click on the Apple in the upper left hand corner and select: “System Preferences...”
Now you can select “Printers and Scanners” from the options there.
Now you can click the + button to Add a printer.
If you already see the double gears as an option, you can click them. However, you may not see these on your toolbar that pops up. If you do not, you can right click on the toolbar and choose “Customize Toolbar…”. This will allow you to add the double gear icon to the toolbar. Once you do that you can click the double gear icon (this is the “advanced” icon).
Now you can fill out the printer information with the following:

In the “Type” field you want to choose “LPD/PRP Host or Printer”

In the “Device” field you keep it as: “Another Device”

In the “URL” field you type in the following based on the printer you want to use.

- Bagley 129 Black and White use: “lpd://iprint.chem.washington.edu/PRINTER_BAG129”
- Chemistry Building 304L use: “lpd://iprint.chem.washington.edu/CHB304L_HP4014”

In the “Name” field type in whatever name you like so you know what printer it is.

In the “Use” field make sure to select the “Generic PCL Printer”

Now you can click Add.
It will ask you if the printer has a duplexer. Make sure to click the check box and then click “OK”

The printer will then be setup to use.