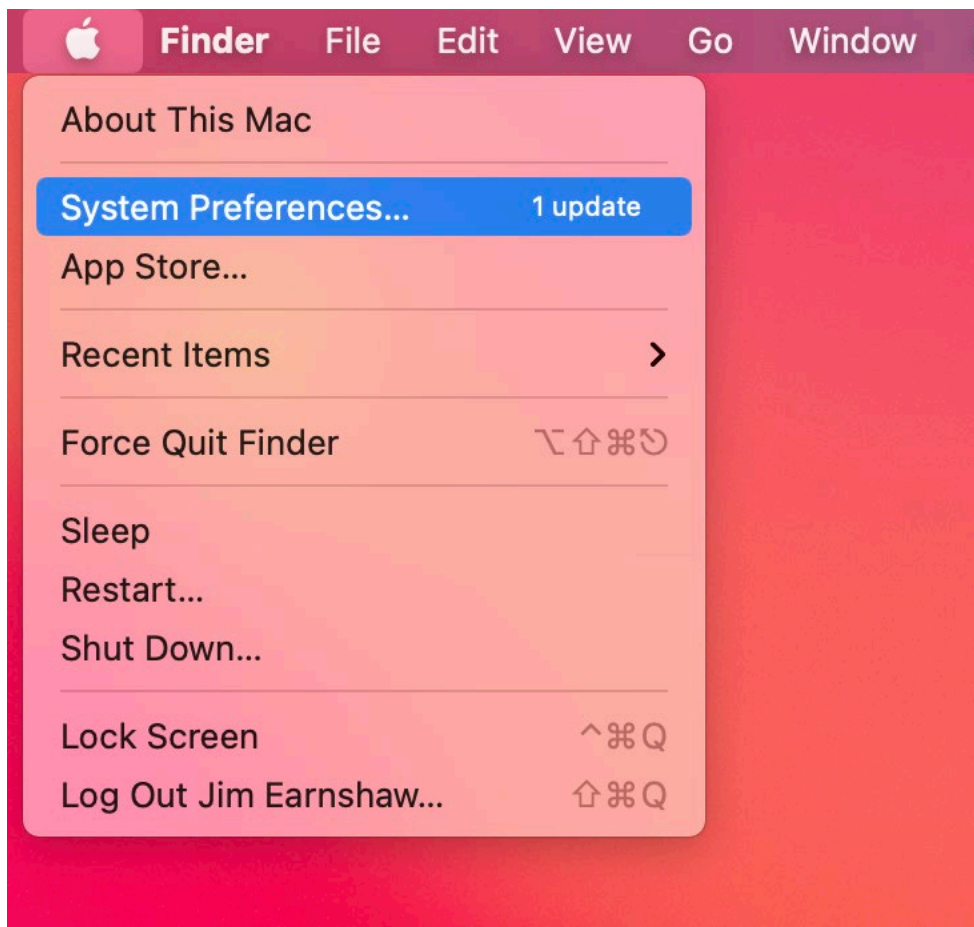


(This document assumes you have already gotten the papercut software from IPRINT and copied it onto your computer thus entering your NETID and password to the keychain. If you have not copied the papercut software, please do so first)

(For the color printer you will need to download and install the RICOH 307 drivers for your OS. The current link: https://support.ricoh.com/bb/html/dr_ut_e/rc3/model/mpc307/mpc307.htm will take you there, however this link may change. You need to find the Mac OS drivers for your current OS version and install them)

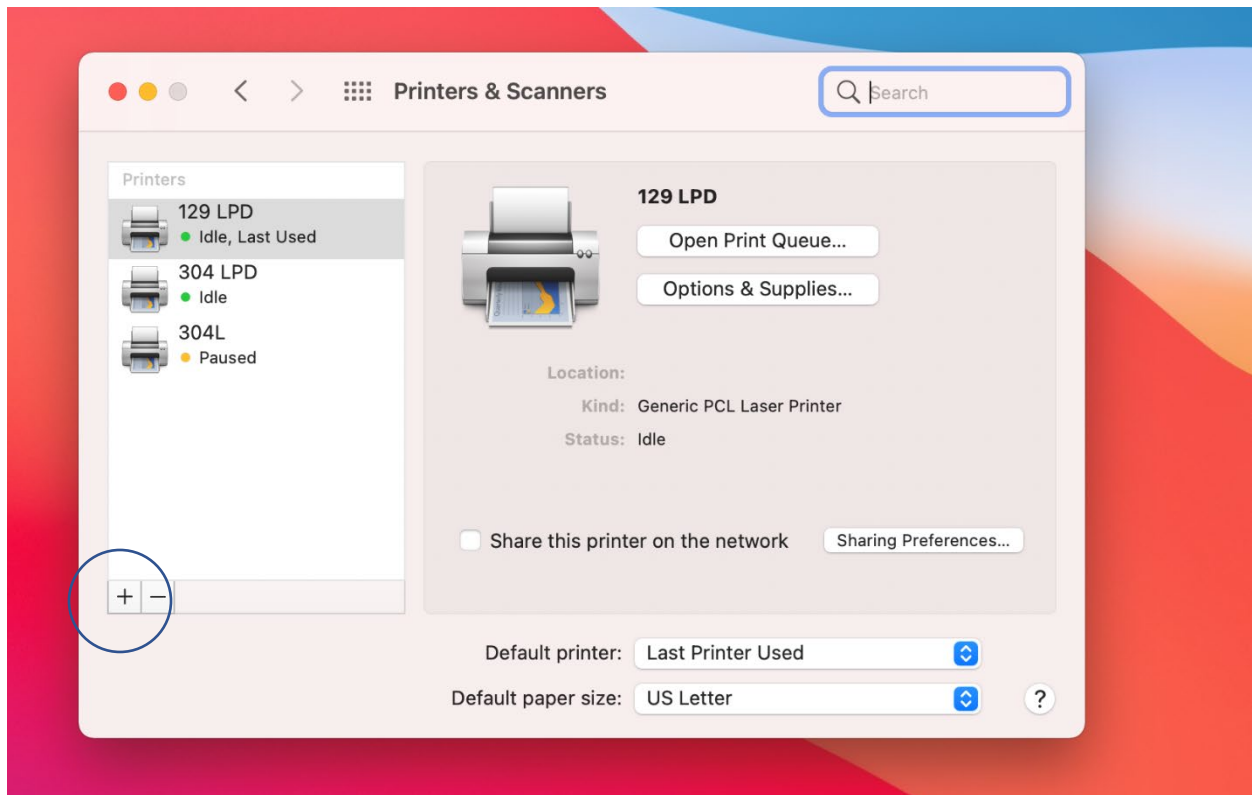
To install a printer on the mac you need to go into the System Preferences. Click on the Apple in the upper left hand corner and select: "System Preferences..."



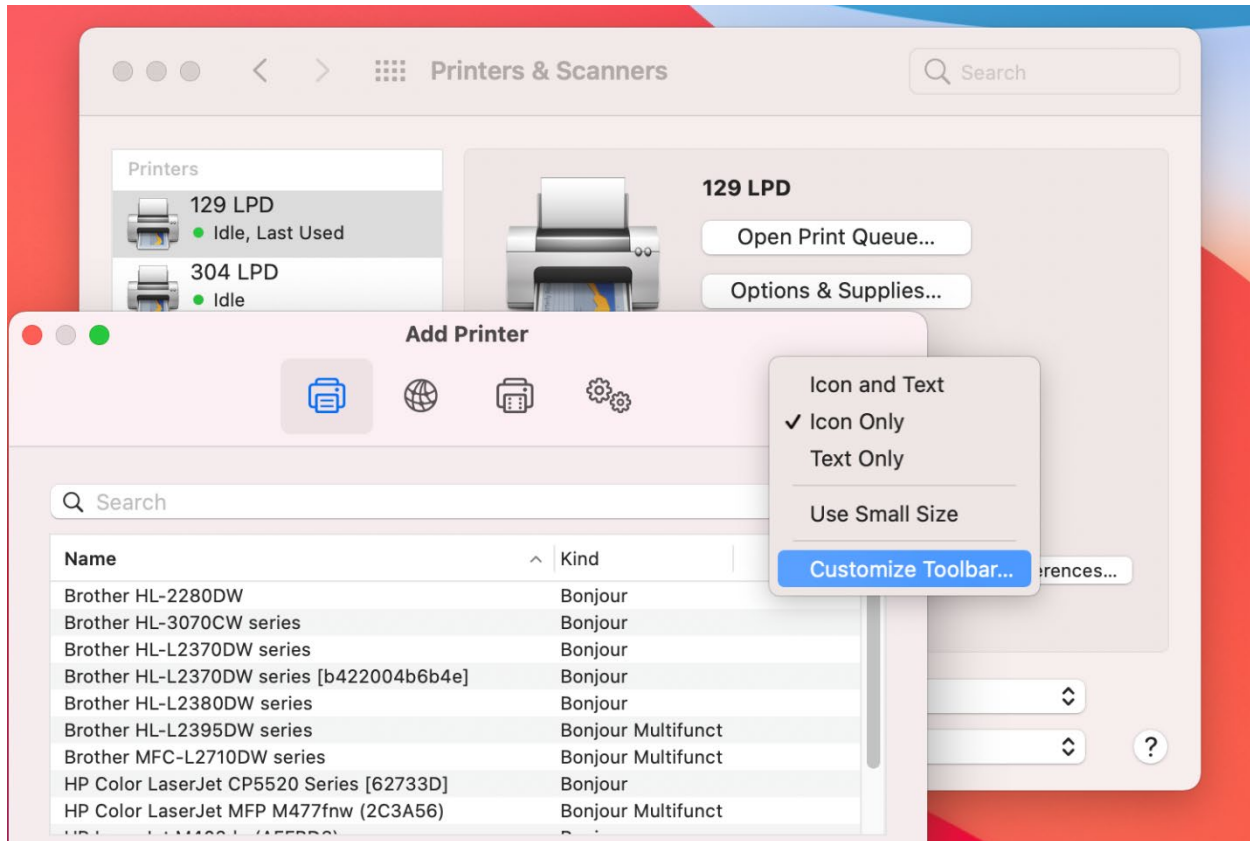
Now you can select "Printers and Scanners" from the options there.



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.

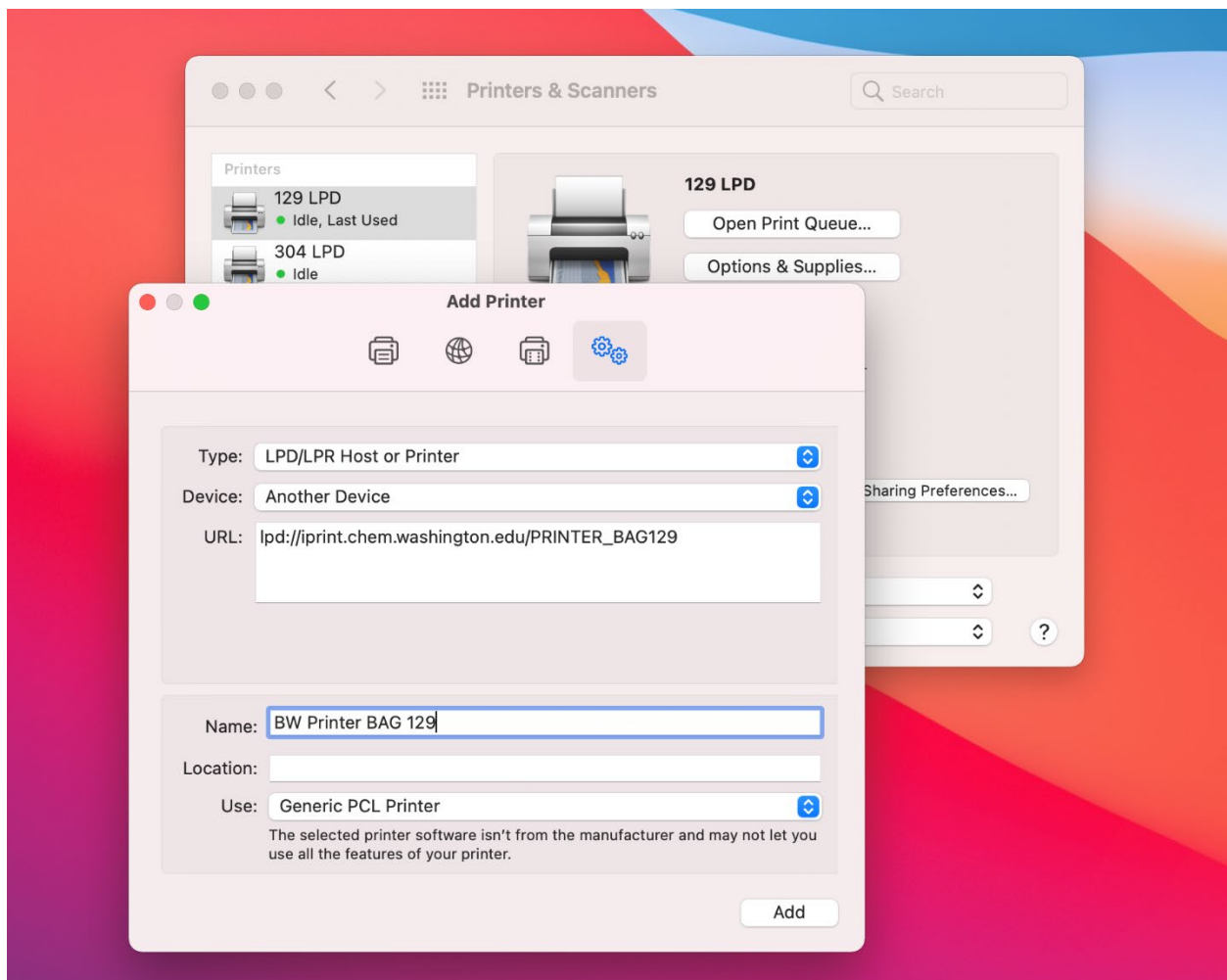
- Bagley 129 Black and White use: “lpd://iprint.chem.washington.edu/PRINTER_BAG129”
- Chemistry Building 304L use: “lpd://iprint.chem.washington.edu/CHB304L_HP4014”

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

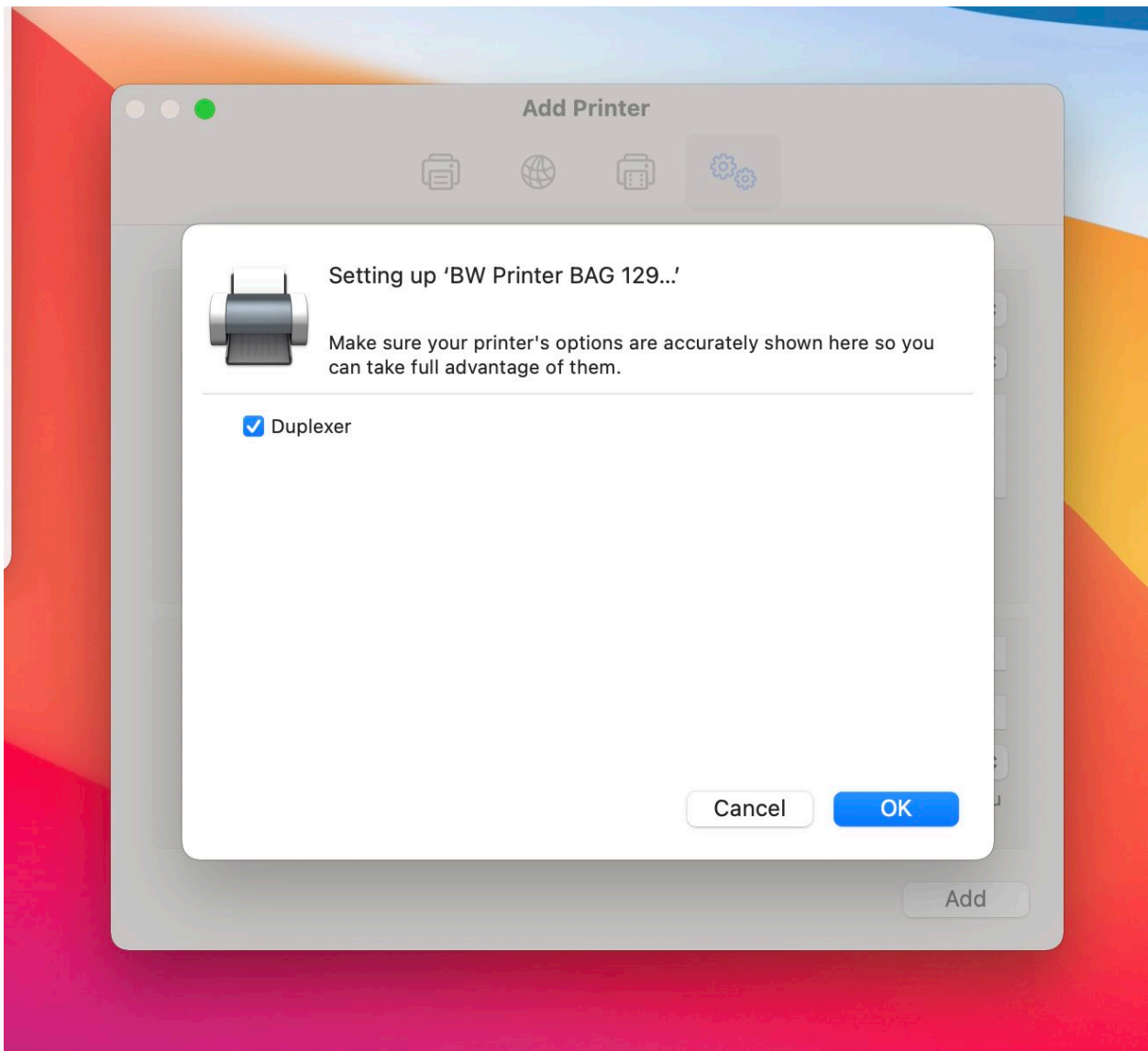
In the “Use” field you can select the “Generic PCL Printer” (For the non color printers)

(If you are installing a color printer, you need to have already installed the RICOH 307C drivers – see the top of these instructions – then you can choose “Select Software” from the “Use” field and then search for “C307”)

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.