(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: <u>https://support.ricoh.com/bb/html/dr\_ut\_e/rc3/model/mpc307/mpc307.htm</u> 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..."

<b>Finder</b> File Edit View Go Window	v I
About This Mac	
System Preferences 1 update	
App Store	
Recent Items >	
Force Quit Finder て企業の	
Sleep	
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9		our Apple ID the App Store,	and more.				Sign In
General	Desktop & Screen Saver	Dock & Menu Bar	Mission Control	Siri	Q Spotlight	Language & Region	Notifications
(Q) Internet Accounts	Users & Groups	Accessibility	Screen Time	Extensions	Security & Privacy		
Software Update	Network	Bluetooth	Sound	Printers & Scanners	Keyboard	Trackpad	Mouse
Displays	Sidecar	Energy Saver	Date & Time	Sharing	Time Machine	Startup Disk	

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

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Printers	129	LPD
IZ9 LPD		pen Print Queue
304 LPD • Idle		ptions & Supplies
		ptions & Supplies

Status: Idle

Share this printer on the network

Default printer: Last Printer Used

Default paper size: US Letter

Sharing Preferences...

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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)

••• < > iiii Print	ers &	Scanners	Q Search	
Printers 129 LPD • Idle, Last Used	1	129	LPD Open Print Queue	
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Add Prin	nter			
	Ē	\$\$ <sub>@</sub>	Icon and Text ✓ Icon Only	
			Text Only	
Q Search			Use Small Size	
Name	^	Kind	Customize Toolbar	rences
Brother HL-2280DW		Bonjour		
Brother HL-3070CW series		Bonjour		
Brother HL-L2370DW series		Bonjour		
Brother HL-L2370DW series [b422004b6b4e]		Bonjour		
Brother HL-L2380DW series		Bonjour		\$
Brother HL-L2395DW series		Bonjour Multifunct		0 0
Brother MFC-L2710DW series		Bonjour Multifunct		<b>?</b>
HP Color LaserJet CP5520 Series [62733D]		Bonjour		
HP Color LaserJet MFP M477fnw (2C3A56)		Bonjour Multifunct		

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: "Ipd://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.

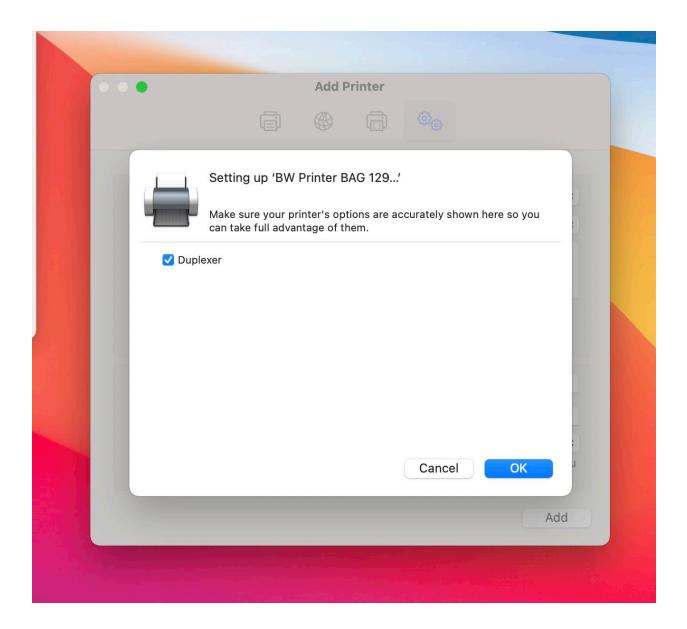
In the "Use" field you can select the "Generic PCL Printer" (For the non color printers)

(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.

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Printers	) LPD	1		129 LPD		
•	dle, Last Used			Open Print Que	eue	
	4 LPD dle			Options & Supp	olies	
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	ē @	Ē	0 <sub>0</sub>			
					-	
Type: LPD	/LPR Host or Printer			0		
Device: Ano	ther Device			٢	Sharing Preferences.	
URL: lpd://	/iprint.chem.washingto	n.edu/PRIN	ITER_BAG12	29		
					0	
					0	?
					-	
Name: BW	/ Printer BAG 129					
Location:						
	eneric PCL Printer		2421-133	٢		
	selected printer software all the features of your pri		e manufactur	er and may not let you		
				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.