Installing Print Drivers for HP machines on Mac OSX

1. Open a web browser, and go to: <u>https://support.hp.com/us-en/drivers/selfservice/hp-laserjet-pro-400-printer-m401-</u> series/5096252/model/5096260

- 2. Download driver for mac
- 3. Run the downloaded file, and then run the installer.

Installing PaperCut software to Mac OSX		
Finder, click on Go, then Connect to Server	Go       Window       Help         Back       第[         Forward       第]         Enclosing Folder       第1         Image: All My Files       ① 第F         Image: Documents       ① 第CO         Image: Documents       ① 第KCO         Image: Documents       ① 第KO         Image: Documents       ① 第KO         Image: Documents       ① 第KO         Image: Documen	
n the Server Address: box type in mb://papercut2.gtc.edu/pclient, and click Connect	Connect to Server         Server Address:         smb://papercut2.gtc.edu/pcclient         Favorite Servers:         ?         Remove         Browse         Connect	

connect as a <b>Registered User</b> , and type in <b>Gateway</b> - I <b>T</b> \ <b>username</b> for the Name, and the <b>AD password</b> . Note: his can be your account or the user's account.	Enter your name and password for the server "papercut2.gtc.edu". Connect As: Guest • Registered User Name: gateway-nt\edwardsf Password: •••••••••• • Remember this password in my keychain Cancel Connect
n the <i>PCClient</i> window open the <b>mac</b> folder, and then run ne client-local-install lote: A box may pop up saying: "client-local-install" is ot optimized for your Mac. Click OK	Image: mace of the second s
elect <b>Yes</b> to install in the Application Folder	Install PCClient into the Applications Folder?
Vhen the <b>PaperCut</b> "Login" window opens Click <b>Cancel</b> .	Login Printing on Campu Your login credentials are required for printer access. Please log in using your network username and password to confirm your identity. Username: Password: Remember my identity Cancel OK
)pen <b>System Preferences</b>	

lick on Users and Groups ••• < > == Q Search System Preferences Q -() New 0 Mission Control General Desktop & Security & Privacy Dock Language & Region Spotlight Notification Screen Saver A Printers & Scanners Energy Saver Keyboard Displays Mouse Trackpad Sound \* **B** @  $\langle \! \! \rangle$ Internet Accounts iCloud Extensions Network Bluetooth Sharing Ā 11 A Dictation Startup Users & Time Parental Controls App Store Date & Time Accessibilit Groups & Speech Disk Machine lake sure the user is selected, and click on Login Items ••• < > == Users & Groups Q Search Password Current User Tech Central Admin These items will open automatically when you log in: Hide Item Kind Other Users Guest User To hide an application when you log in, select the checkbox in the Hide column next to the application. Login Options + -+ - 🔅 Click the lock to make changes. ? ;lick the + sign Q Search Users & Groups Password Login Items These items will open automatically when you log in: Hide Item Kind To hide an application when you log in, select the checkbox in the Hide column next to the application. +

Scroll down to PCClient, click it, and click Add lote: This will ensure that PCClient runs at login.





Control + click the blank space between Windows Printer nd the Search Bar, and select Customize Toolbar	Add  Add  Search  IP Windows  Icon and Text Icon Only Text Only Hide Toolbar Use Small Size  Customize Toolbar  Name: Location: Use:  Custom is the image is t
	Add
lick <b>Advanced</b> and <u>drag it to the gray outline in the toolbar.</u> Ince completed, click <b>Done</b> . Note: You can also right click dvanced, and select <b>Add "Advanced"</b>	Drag your favorite items into the toolbar   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the toolbar.   Image: Search of the default set into the default set into the search of the default set into the default set into the search of the default set into the search of the default set into the search of the default set into the defa
<ul> <li>lick on the Advanced Gear</li> <li>)nce the computer is done searching for printers: <ul> <li>Change the Type to Windows printer via spoolss.</li> <li>Leave Device: as is</li> <li>In URL, type in</li> <li>mb://hpadmin.ad.gtc.edu/NameOfPrinter</li> <li>lote: NameOfPrinter is the name of the printer when you rowse for printers in Windows. <u>THIS MUST BE TYPED IN</u></li> <li><u>XACTLY!</u> (Example: BW_HP_Student_Secure_Release)</li> <li>Name: copy the name of the printer, and paste it there.</li> <li>Location: can be left blank</li> <li>Click on Choose a Driver next to Use:, and select select Software</li> </ul> </li> </ul>	Add   Q. Search   Default IP   Windows Advanced   Search     Type: Windows printer via spoolss   Device: Another Device   Device: Another Device   URL: smb://hpadmin.ad.gtc.edu/BW_HP_Student_Secure_Release     Name: BW_HP_Student_Secure_Release   Location: Use:   Use: HP LaserJet 400 M401dne     Add

lavigate the list of drivers, and select the one that reflects Printer Software ne printer you are currently installing. (Example: HP aserJet 400 M401dne) Q Filter HP LaserJet 3360 HP LaserJet 3390 HP LaserJet 4 Plus v2013.111 HP LaserJet 400 M401 HP LaserJet 400 M401dne HP LaserJet 400 MFP M425 HP LaserJet 400 MFP M425. Fax HP LaserJet 4000 Series HP LaserJet 4050 Series HP LaserJet 4100 MFP v.3010.107 HP LaserJet 4100 Series v.3010.107 HP LaserJet 4200 Series OK Cancel Add elect the options that the printer has. 1. Tray 3: Select checkbox if you have Tray 3, if not G Q Search and the second second leave unchecked. Default IP Windows Advanced Search 2. Once the options have been selected click OK Setting up 'BW\_HP\_Student\_Secure\_Release...' Make sure your printer's options are accurately shown here so you can take full advantage of them. 1. Tray 3 Cancel ОК nuu or Staff only: to remove the cost popup box and also efault to shared account you have to edit config file. You vill need to download "Sublime Text" if they don't already ave it to save the changes as an administrator, as Notepad ill not allow you to save changes.

- . Double click Hard Drive
- . Ctrl + click on PCclient to bring up right click menu
- . Click on Show Package Contents



Macintosh HD

Iso remove the # in front of the following line and save the le.

efault-selection=charge-account-list



## **Printing Steps**

Depending on what will need to be printed these steps may e slightly different per application. You will then select <b>Print</b> .	FileEditViewInsertFormativeNew Document第NNew from Template企業POpen第OOpen Recent▶	
	Close 第W p Save 第S Save As 企業S Save as Template	
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he <b>Print</b> dialog window will then open <mark>make sure you</mark>	Print		
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lick Print	Presets: Default Settings	0	
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		or page ranges separated by commas (e.g. 2, 5-8)	
	(<< < 1 of 1 ► ►►		
	Show Quick Preview		
	? PDF V	Cancel Print	
lote: This will bring up the window where you will enter our AD credentials, and password.			
ou will now enter your <b>username</b> , and <b>Password</b> . Now	Enter your name and pas		
lick <b>OK</b> .	"BW_HP_Student_Secure		
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Varning: Do NOT check the box next to "Remember this assword in my keychain."		ПАрріето	
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		Pade Kabde	
<ol> <li>Make sure to select "Charge to shared account"if</li> </ol>	Print Job Notific	cation	
not already selected	Print Job Notification papercut.com		
2. Click Print	Confirm the print and select the print of Print job details	action	
our print job will now be sent to the print, and can be	Document name Microsoft Word – Document4		
icked up.	Printer hpadmin\BW_HP_Student_Secu	re_Release	
	Pages 1 (Grayscale)	Cost \$0.07	
	Print job actions		
	<ul> <li>Charge to my personal account</li> <li>Charge to shared account</li> </ul>		
	Account 10_50_96825_000_52600_	6 – IT– Network & Infrastructure	
	Apply to all documents in queue (Jobs: 1)	Print Cancel	



## ATTENTION

Your document has been held in a queue.

Before the document will be printed, you will need to log into the web interface provided or a release station and release your document.

