PrintAll Student Printer Installation - Mac

• Click on the Apple icon and select System Preferences

• Choose Print and Fax

• Click the ‘+’ to add a new printer

• Click the Advanced icon
  a. If you do not see the Advanced icon hold down the control key and click on
     the toolbar and select Customize Toolbar
  b. You will be able to drag the Advanced icon to the toolbar

• Change Type to Windows

• Enter the following information:

  URL: smb://kentnet2/printall
  Name: All Student Printers
  Location: leave blank

• Click Print Using and choose Select Printer Software or Select a driver to use

• Choose HP LaserJet 9040 9050 MFP

• Click Add

We recommend that you send a test page to the printer.  Open Word or Pages and print a page to the All Student Printers.

• After you select Print please enter the following information below:

  Connect as: select Registered User
  Name: kentlaw\yourkentusername
  Password: your kent password
  Remember this password in my keychain: check the box
  Click OK
You will not be charged for this test page unless you actually print it out.