

### **Wireless Printing**

Wireless printing has arrived to the Watzek wireless printer located on the second floor of Watzek Library in the main computer lab. printing wirelessly is a two-part process.

Send the document to the wireless printer.
 Log in to the web client and release the desired document to the printer.

Note: Wireless printing is only accessible when connected to the Lewis & Clark College's network PioNet or through VPN (gp.lclark.edu). Please connect before printing or following the instructions below to add the printer. For assistance getting connected see www.lclark.edu/information\_technology/gethelp/wireless\_residence\_halls

#### Wireless Print Instructions

Follow these instructions to add the wireless printer to your computer and release a print job to the Watzek wireless printer.

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<u>Page 11</u> – Releasing the wireless print job on the web

If you require further assistance, please contact the IT Service Desk

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## Wireless Printing on Macs

The steps below outline the process for adding the Watzek wireless printer on your Mac.

#### **Open Printers & Scanners** Inside your "System Preferences" click on "Printers & Scanners" to open your printer settings **System Preferences** Ú Aurelio Puente e ID, iCloud+, Media & App Store Apple ID $\bigcirc$ Mission Control $\mathbb{Z}$ \*\* 0 $(\dot{\mathbf{x}})$ Ô Users & Security & Privacy \* **E**()() $\checkmark$

### 2) Add a new printer

Inside "Printers & Scanners" click on the "+" icon on the bottom left hand corner to add a new printer

••• < > :::: Pri	nters & Scanners Q Search
Printers Canon MG3600 series • Offline Konica • Idle	Print Scan Canon MG3600 series Open Print Queue Options & Supplies
	Location: Kind: Canon MG3600 series-AirPrint Status: Offline Share this printer on the network Sharing Preferences
<b>+</b> -	Default printer: Last Printer Used 📀 Default paper size: US Letter 📀 ?

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## Wireless Printing on Macs

The steps below outline the process for adding the Watzek wireless printer on your Mac.

### 3 Add an IP printer

In the "Add Printer" popup window select the middle icon, that looks like a globe, to add an IP Printer

Add Printer
Address: Enter host name or IP address. Protocol: Internet Printing Protocol - IPP
Name: Location: Use:

### 3) Enter printer details

Enter the printer details the click "Add" when done.

Address: lc-labs-02 Queue: Watzek\_Wireless Name: Watzek Wireless Printer Use: Generic PostScript Printer

Alternatively, you can install and use the Xerox B610 laser printer drivers

•••	Add Printer
Address:	lc-labs-02
Destaual	Valid and complete host name or address.
Protocol:	Line Printer Daemon - LPD
	Leave blank for default queue.
Name:	Watzek Wireless Printer
Location:	
Use:	Generic PostScript Printer
	The selected printer software isn't from the manufacturer and may not let you use all the features of your printer.
?	Add



Wireless Printing on Macs

The steps below outline the process for adding the Watzek wireless printer on your Mac.



### 5) You are now ready to print!

You can now choose this printer when printing documents. Remember to <u>release the</u> <u>wireless print job on the web</u>, after printing.



The steps below outline the process for adding the Watzek wireless printer on your Windows machine.

#### Open "Printers and Scanners" From your Windows toolbar, search for "Printers and Scanners" and open the option in your system Best match Printers & scanners settings. Settinas Printers & scanners 🛱 Add a printer or scanner System settings Change advanced color management settings for displays, 🖶 Let Windows manage my default printer Get quick help from web Search the web Downloading print drivers Changing printer status Scanning documents 2 0 0 6

#### Add printer Click "Add a printer or scanner", which will bring up a list of available printers. Settings X Add printers & scanners Add a printer or scanner +Printers & scanners Adobe PDF Fax Microsoft Print to PDF 固 Microsoft XPS Document Writer 固



The steps below outline the process for adding the Watzek wireless printer on your Windows machine.

#### Add a printer that wasn't listed 3

Scroll down to the bottom of the list and click on the option that says "The printer that I want isn't listed"



UPS Thermal 2442 on C993311 Printer



BioPsy-Konica on LC-PACU-02 C Printer

The printer that I want isn't listed

#### Printers & scanners



Adobe PDF

Fax

#### Add a printer using TCP/IP 4

Select "Add a printer using a TCP/IP address or hostname" and then select "Next" to continue

	×	×
÷	Add Printer	
	Find a printer by other options	
	○ My printer is a little older. Help me find it.	
	○ Find a printer in the directory, based on location or feature	
	○ Select a shared printer by name	
	Browse	
	Example: \\computername\printername or http://computername/printers/printername/.printer	
	Add a printer using an IP address or hostname	
	Add a Bluetooth, wireless or network discoverable printer	
	○ Add a local printer or network printer with manual settings	
	Next Cancel	



The steps below outline the process for adding the Watzek wireless printer on your Windows machine.

5 Enter the printe	er details
Enter the printer details the click "Add" when done. Device Type: TCP/ID Device Hostname or IP address: lc-labs-02 Port Name: Watzek_Wireless Uncheck "Query the printer and automatically select the driver to use"	<ul> <li>✓ Add Printer</li> <li>Type a printer hostname or IP address</li> <li>Device type: TCP/IP Device </li> <li>Hostname or IP address: Ic-labs-02</li> <li>Port name: Watzek_Wireless</li> <li>Query the printer and automatically select the driver to use</li> <li>Autodetect detects WSD and TCP/IP printers. To search for IPP printers, please select IPP from the drop down box</li> </ul>
	Next Cancel

### 6) Custom Settings

After adding the printer, you will need to add additional port information. Select "Custom" and click on "Settings"

÷	× Add Printer
	Additional port information required
	The device is not found on the network. Be sure that:          1. The device is turned on.         2. The network is connected.         3. The device is properly configured.         4. The address on the previous page is correct.         If you think the address is not correct, click Back to return to the previous page. Then correct the address is not correct, on the network. If you are sure the address is correct, select the device type below.
	Device Type O Standard Generic Network Card O Custom Settings
	Next Cancel



The steps below outline the process for adding the Watzek wireless printer on your Windows machine.

Enter the details below under "LPR	Configure Standard TCP/IP	Port Monit	or	×
Settings" and click "OK" when done.	Port Settings			
Protocol· I PR	Port Name:		Watzek_Wireless	
Oueue Name: Watzek Wireless	Printer Name or IP Addr	ress:	lc-labs-02	
	Protocol		O LPR	
	Raw Settings			
	Port Number:	9100		
	LPR Settings			
	Queue Name:	Watzel	k_Wireless	
	LPR Byte Counting	Enabled		
	SNMP Status Enabl	led		
	Community Name:	public		
	SNMP Device Index:	1		

### 8) Generic Driver

Now you will see a list of printers with a list of drivers, select "Generic" then "MS Publisher Color Printer", then click "Next".

			~	
~	- 🥪 Add Printer		~	
	Install the printer driver			
	Choose your printer from	the list. Click Windows Update to see more models	s.	
	To install the driver from a	an installation CD, click Have Disk.		
	Manufacturer	Printers		
	Generic KONICA MINOLTA	Generic / Text Only		
	Microsoft	Generic IBM Graphics 9pin wide		
		MS Publisher Color Printer		
	This driver is digitally signed.	Windows Update Ha	ave Disk	
	Tell me why driver signing is im	nportant		
		Next	Cancel	



The steps below outline the process for adding the Watzek wireless printer on your Windows machine.

9 Name th	ne printer
Name the printer "Wat	zek Wireless", then click "Next"
	Add Printer  Type a printer name  Printer name: Watzek Wireless  This printer will be installed with the MS Publisher Color Printer driver.
	Next Cancel

10 Don't sh	are the printer	
Name the printer "Wat	zek Wireless", then click "Next"	
	← 🖋 Add Printer	
	Printer Sharing If you want to share this printer, you must provide a share name. You can use the suggested name or type a new one. The share name will be visible to other network users.	
	<ul> <li>Do not share this printer</li> <li>Share this printer so that others on your network can find and use it</li> <li>Share name:</li> </ul>	
	Location:	
	Next Cancel	



The steps below outline the process for adding the Watzek wireless printer on your Windows machine.

11) You are	now ready to print!	
You can now choose t wireless print job on t	his printer when printing documents. Rememb he web, after printing.	per to <u>release the</u>
	<ul> <li>← Add Printer</li> <li>You've successfully added Watzek Wireless</li> <li>To check if your printer is working properly, or to see troubleshooting information for the printer, print a test page.</li> <li>Print a test page</li> </ul>	
	<u>F</u> inish Cancel	

## Release a Wireless Print Job

The steps below outline the process for releasing your wireless print job.

### 1) Visit <u>Pcounter</u>.

On a Mac, you can use any device to release the job from the web. On a PC, you will need to use the PC you sent the print job from.

### 2) Sign in with your LCLARK credentials.

Do	ocument	Printer	Pages	Cost
V Pr	int Document	t Watzek Wireless Printer	1	1
		Print Delete Refresh Pr	references	

5) Get printed document.

6) Proceed to do a happy dance.

