University Computing & Telecommunications

## ADDING NETWORK PRINTERS TO MACINTOSH SYSTEMS (OS X 10.11)

This document contains procedures for connecting a network printer to a Macintosh computer. The procedures listed below apply to OS X 10.11 and may differ somewhat on other versions of OS X. This document is for training, educational and informational purposes only.

\*\*\* Quotes are for informative purposes only and are not to be considered as part of the information you enter into fields. \*\*\*

- 1) Adding networked printers is done through **Printers & Scanners** in **System Preferences**. Open the Printers & Scanners in System Preferences and click on the + to add a new printer.
  - (a) Look in the toolbar for the Advanced icon. If the Advanced tab is not visible, hold down the Control key, then click in the toolbar and select **Customize Toolbar**. Drag the Advanced icon onto the menu. Click on the **Advanced** icon.



## 2) Under Type field, choose Windows printer via spools.

Type in the URL field <u>smb://uhclps1/PrinterName</u> For Example: If your printer was B1111-Canon

Default IP	Add C. Search Windows Advanced Search		For the <b>Name</b> and <b>Location</b> fields use any descriptive name you want.
Type:	Windows printer via spoolss	٥	
Device:	Another Device	•	In the <b>USE</b> field, choose either the
URL:	smb://uhclps1/B1111-Cannon		Generic PCL, or the Generic Postscipt Printer. You can also <b>Select Software</b>
Name:	B1111 Canon		and look for printer software specific to
Location:	B1111		vour printer model.
Use:	Generic PCL Printer	0	
	The selected printer software isn't from the manufacturer and may r let you use all the features of your printer.	dd	Click Add when done.