ADDITION 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 **smb://uhclps1/PrinterName** For Example: If your printer was B1111-Canon

For the **Name** and **Location** fields use any descriptive name you want.

In the **USE** field, choose either the Generic PCL or the Generic Postscript Printer. You can also select **Software** and look for printer software specific to your printer model.

Click **Add** when done.