

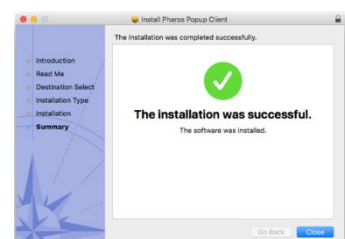
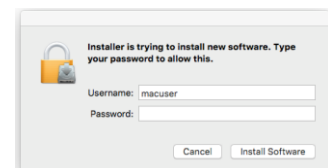
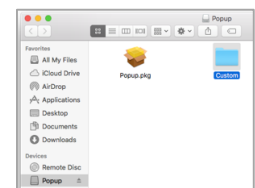
## INSTALLING MAC WIRELESS PRINTER DRIVER

*Install printer drivers to your Mac computer so that you can wirelessly send print jobs to Library printers, using the Pharos print system, from your personal laptop. The drivers work on newer Mac computers with current operating systems. The drivers do not work with iDevices, such as iPads or iPhones, which require AirPrint-capable printers.*

Library Copy/Print cards are required for printer use and fees apply. Black-and-white prints are 5¢ each, and color prints are 50¢ each.

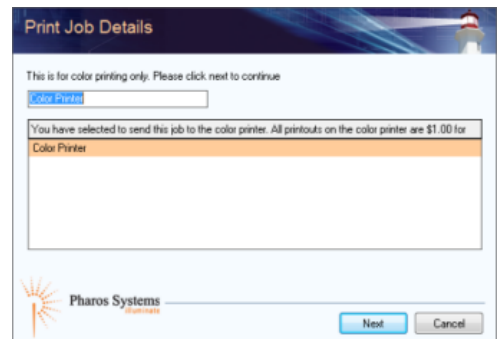
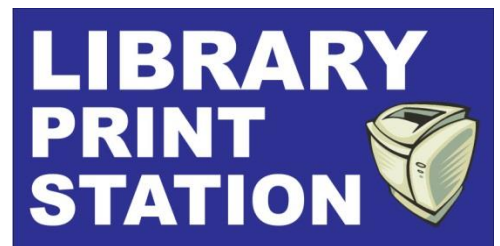
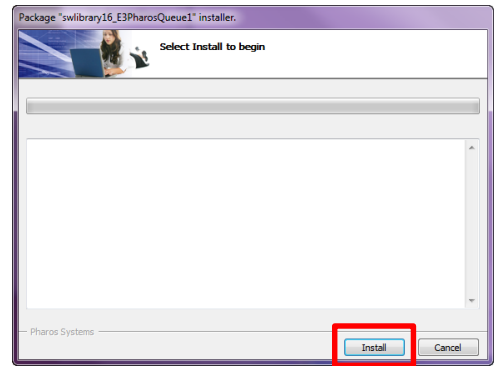
Drivers are available for printers at both the South (Main) Campus Library, and the North Campus Library. These instructions guide through installing a black-and-white printer at the South Campus Library, but can also be used to install other available printers.

1. Go to the Library's home page, go to **Services**, select **Printing and Photocopying**.
2. Go to the [Library's Printing and Photocopying web page](#) to download the appropriate driver based on your location(North/South) and platform (PC/Mac).
3. Select the drivers for the printer to be used, and download to your computer in your desired location (Instruction show the desktop as the download location.) The file will show as a .dmg file in your download location.
4. Double-click on the .dmg to open a drive called "Popup". Double-click the Popup drive to access the Popup application package.
5. Double-click the "Popup" drive to access the Popup application page.
6. The contents of the Popup drive include a Popup.pkg install package and a Custom setting folder.
7. First screen of the Popup package installation process: Press Continue.
8. Second screen of the installation process: Press Continue.
9. Third screen of the installation process: Press Install
10. Fourth Screen of the installation process: enter system security credentials (the user name and password for your computer) and press Install Software.
11. Fifth screen of the installation process: confirmation of successful installation. Press Close.
12. Check for new printer in "Printers and Scanners" to ensure successful installation.
13. You can now use Library printers to print documents.
14. Go to the **RETRIEVING YOUR PRINT JOB** section on the next page.



## INSTALLING PC WIRELESS PRINTER DRIVER

- 1) On your PC laptop (admin rights required), connect to the UTWPA2 wireless network using your UT Southwestern ID and password.
- 2) Open your preferred browser (i.e. Chrome, Firefox, IE).
- 3) Go to the Library's home page, go to **Services**, select **Printing and Photocopying**.
- 4) Click your printer preference from the PC download options:
  - [PC Black & White Driver](#) (\$0.05 per page), available at South Campus (main) and North Campus Branch libraries.
  - [PC Color Driver](#) (\$0.50 per page), available at South Campus Main Library only.
- 5) Click **Install** at bottom of window.
- 6) Then you see the following when finished installing, click **Finish**.



## RETRIEVING YOUR PRINT JOB

1. All Library print jobs default to two-sided/duplex printing. You can change this option in your printer settings when you initiate your print request.
2. When you print, you will be prompted with a pop up window to give your print job a name and also a password. When you have done this, click **Print**.
3. Go to any designated **Library Print Station** to release your print job swipe your print card and then select your print job. You will be prompted to enter the password you gave the job before it prints (passwords are case sensitive). Any print jobs still in queue for more than 23 hours will be deleted.
4. Your job will print out. Please click the **Log Off icon** on the print station when finished printing.

