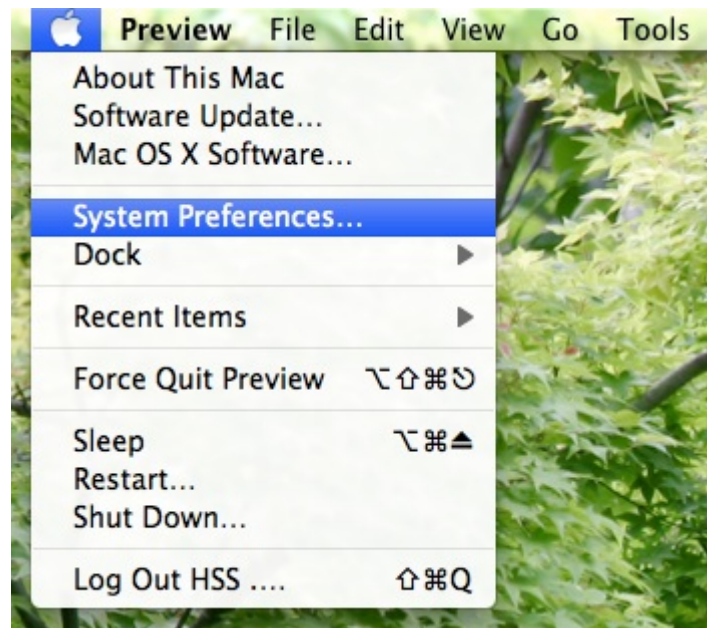


Adding Printer for Mac Book

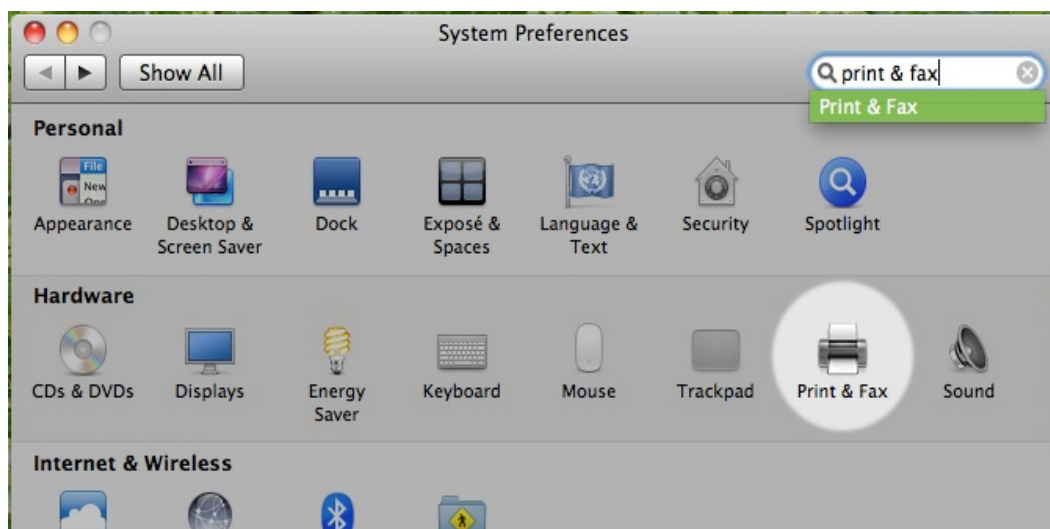
Step 1

Control-click the System Preferences icon in your Dock application or select System Preferences (figure below):



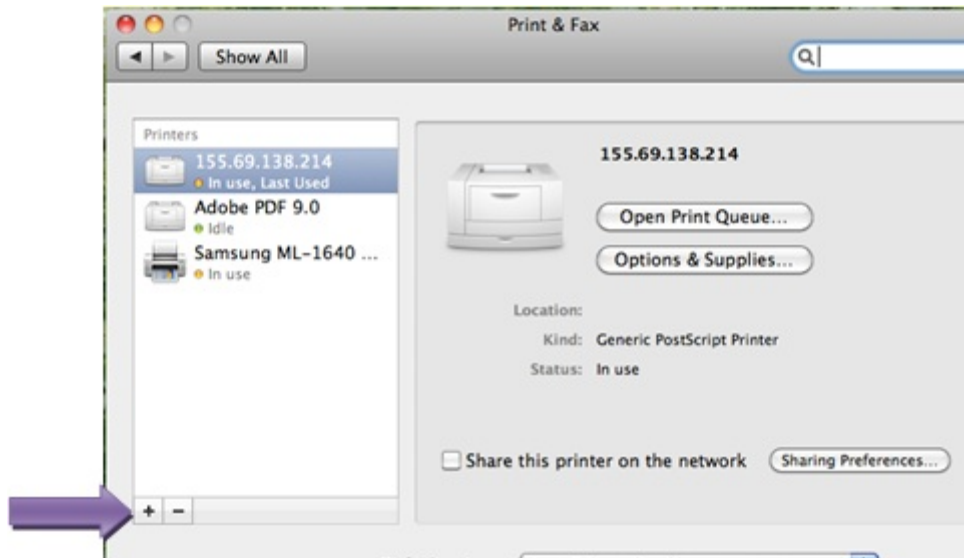
Step 2

Select "Print & Fax" from the Dock menu. If the Print & Fax lock icon appears locked, click the lock icon and enter an administrator name and password when prompted.




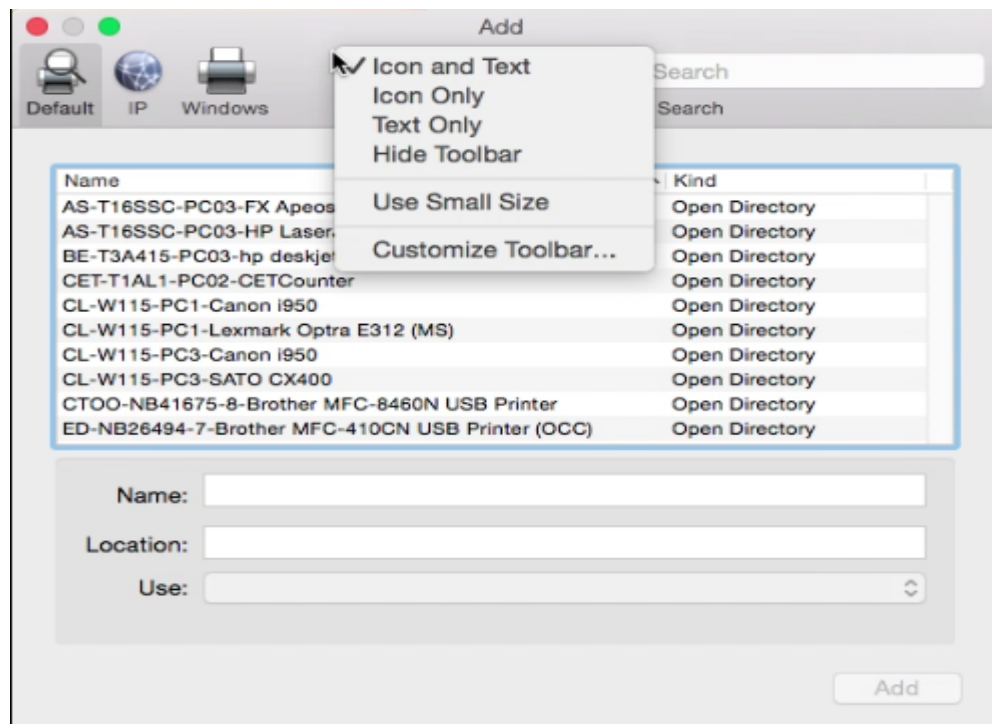
Step 3

Click the **+** (plus) icon below the Printers pane on the left to open the Add Printer application.





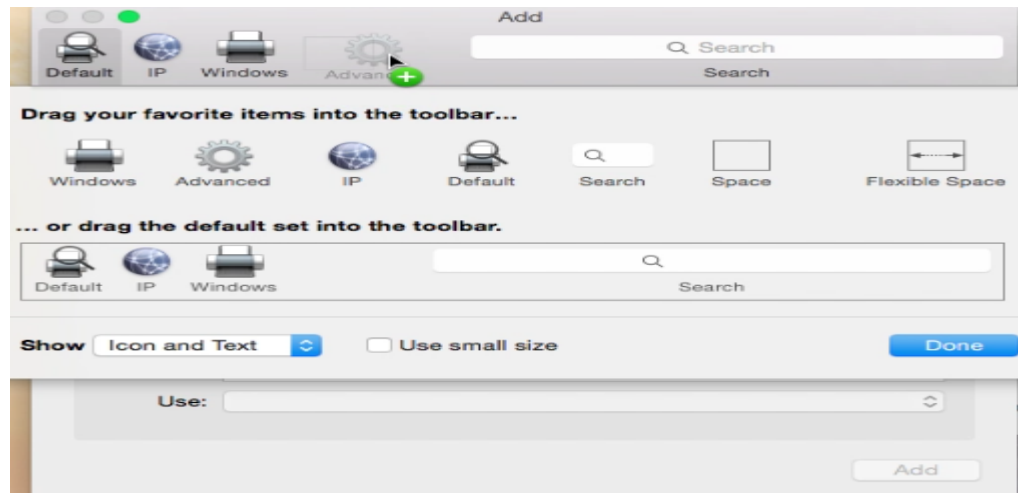
Step 4

Right-click on the empty space next to  and a pop-up will appear, click on "Customize Toolbar..." .



Step 5

A pop-up will appear, click and drag on the “Advanced” icon , next to the empty space on the  icon, then click on “Done” button



Step 6

Click on the Advanced icon , Enter the details as shown below:

Type: Windows pinter via spools

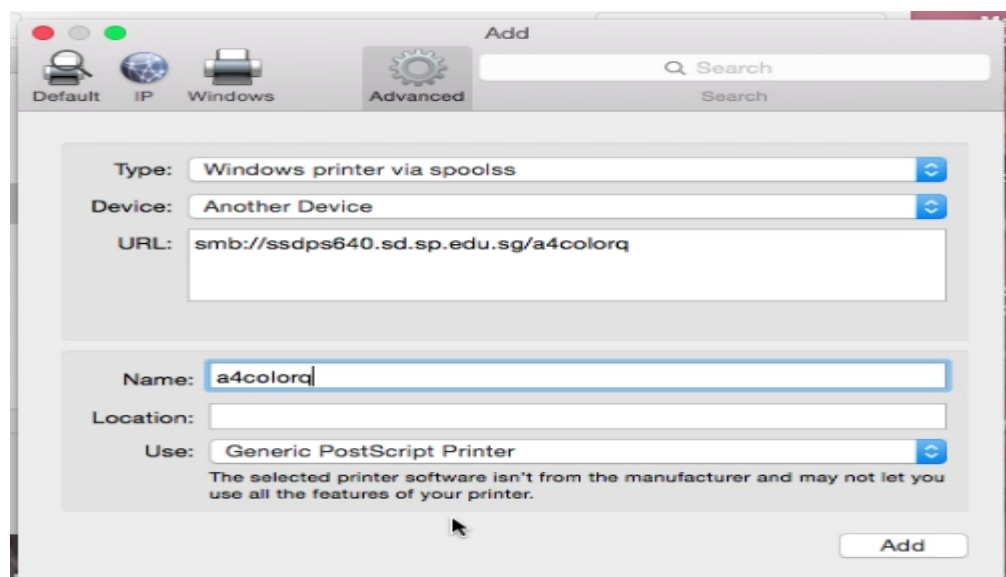
Device: Another Device

URL: smb://ssdps640.sd.sp.edu.sg/a4colorq

Name: a4colorq

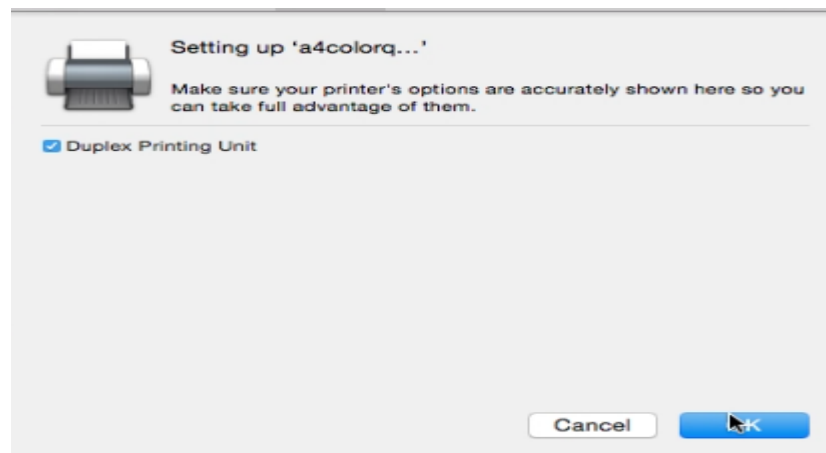
Use: Generic PostScript Printer

Click “Add” button once the details are filled.



Step 7

Check the box for Duplex Printing Unit and click "OK" button below.



Step 8

Repeat from Step 3 until you have added all the 4 print queues as shown.

The print queues are: **a3colorq**

a3monoq

a4colorq

a4monoq

