How to Set Up a Mac OS Laptop for Wireless Printing in the Business Library

1. Click on the Apple in the upper left corner
2. Select System Preferences
3. Click on the Print & Fax button located in the Hardware section
4. Click on the Plus Sign + under the left box
5. Select the IP tab and configure the printer as follows:
   b. Address: libprint.library.wisc.edu
   c. Queue: BUS_B&W
   d. Name/Location: enter a name and location that will help you identify this printer in the future (i.e., Name: B&W Printer; Location: Business Library)
   e. Print Using: Generic Postscript Printer
   f. Click Add
6. Installation Options window: check the box by Duplex Printing Unit
7. Your computer is now configured to print to a Business Library printer
8. Every time you print, you will be prompted for a username and password (not your NetID)
   Username: printuser
   Password: pr1nt.m3
   If this does not work, try the fully qualified username: libprint.library.wisc.edu\printuser

Updated 10/2/2015