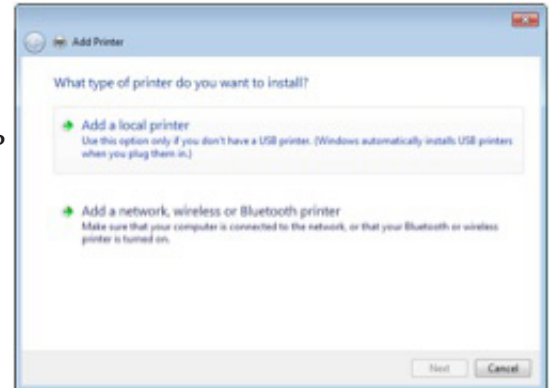


Installing Lab Black & White Printers for Windows 7

1. Begin by going to the ITSS Lab Printing website (<http://www.d.umn.edu/itss/labs/printing>) users will need to download the appropriate installer for their computer (32- or 64-bit). To find out what version of Windows your computer is running go to, <http://www.windows.microsoft.com/en-US/windows7/find-out-32-or-64-bit>
2. After the file has finished downloading, unpack the files into your preferred directory. The default directory is set to C:\HP Universal Print Driver
3. Go down to the Windows “Orb” and open “Devices & Printers.” Once the windows opens click the “Add a Printer” button on the toolbar.

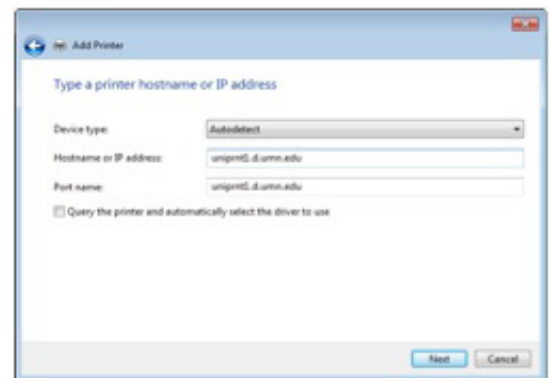
4. In the “Add a Printer” window select the “Add a network, wireless, or Bluetooth printer” option. On the next screen click, “The printer I want isn’t listed” to advance to the next screen. Keep the “Add a printer using a TCP/IP address or hostname” option selected on the third screen, and click Next.



5. On the next screen you will specify the server that the Pharos Print Stations connect to. The following settings should be inputed:

Device Type:
Autodetect
 Hostname or IP Address:
uniprnt1.d.umn.edu
 Port Name:
(will self-populate with hostname)
 Uncheck “Query the printer and automatically select the driver to use”

Click Next after the fields have been populated as described above.



6. On the next screen, choose the “Custom” option and click on the “Settings...” button. In the Settings window fill-in the information as specified below, then click “Ok”

Port Name: uniprnt1.d.umn.edu
 Printer Name: uniprnt1.d.umn.edu
 Protocol: LPR
 Queue Name: laptop

In the main wizard window, click Next



7. Click the “Have Disk...” button and browse to the directory that you chose in the initial step of these directions. Choose any of the files listed.

In the main wizard windows choose the “HP Universal Printing PS (v5.3) option and click Next.

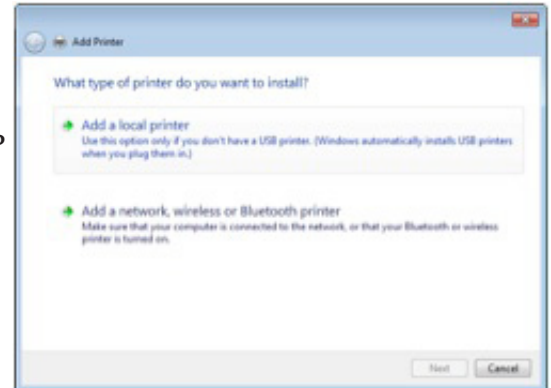
8. Then name the printer “UMD Lab Black & White
9. Choose not to share the printer
10. Click Finish

ITSS INFORMATION TECHNOLOGY SYSTEMS & SERVICES

Installing Lab Color Printers for Windows 7

1. Begin by going to the ITSS Lab Printing website (<http://www.d.umn.edu/itss/labs/printing>) users will need to download the appropriate installer for their computer (32- or 64-bit). To find out what version of Windows your computer is running go to, <http://www.windows.microsoft.com/en-US/windows7/find-out-32-or-64-bit>
2. After the file has finished downloading, unpack the files into your preferred directory. The default directory is set to C:\HP Universal Print Driver
3. Go down to the Windows “Orb” and open “Devices & Printers.” Once the windows opens click the “Add a Printer” button on the toolbar.

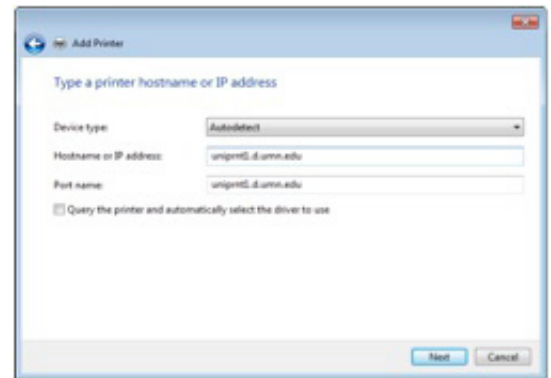
4. In the “Add a Printer” window select the “Add a network, wireless, or Bluetooth printer” option. On the next screen click, “The printer I want isn’t listed” to advance to the next screen. Keep the “Add a printer using a TCP/IP address or hostname” option selected on the third screen, and click Next.



5. On the next screen you will specify the server that the Pharos Print Stations connect to. The following settings should be inputed:

Device Type:
Autodetect
Hostname or IP Address:
uniprnt1.d.umn.edu
Port Name:
(will self-populate with hostname)
Uncheck “Query the printer and automatically select the driver to use”

Click Next after the fields have been populated as described above.



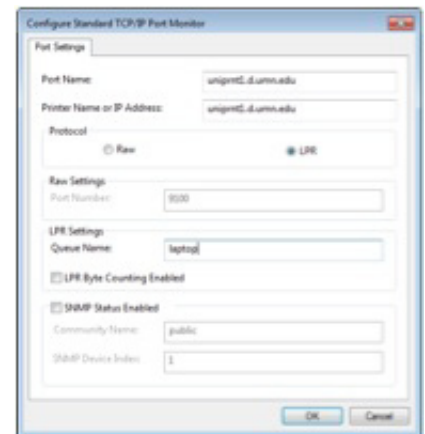
6. On the next screen, choose the “Custom” option and click on the “Settings...” button. In the Settings window fill-in the information as specified below, then click “Ok”

Port Name: uniprnt1.d.umn.edu
Printer Name: uniprnt1.d.umn.edu
Protocol: LPR
Queue Name: color

In the main wizard window, click Next

7. Click the “Have Disk...” button and browse to the directory that you chose in the initial step of these directions. Choose any of the files listed.

In the main wizard windows choose the “HP Universal Printing PS (v5.3) option and click Next.



8. Then name the printer “UMD Lab Color”
9. Choose not to share the printer
10. Click Finish