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Set up MyPrint on Your Mac

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Set up MyPrint on a Mac

The following steps will add a MyPrint print queue to your Mac computer. These instructions are primarily for students or others who have computers that aren't managed by Brown. If you have a computer managed by Brown, you can ask your computing support staff (ITSC or DCC) to add the queue(s) to your computer.

Add the Print Queue to Your Mac

- 1. Connect to Brown wireless (not *Brown-Guest* or *Eduroam*). If off campus, connect to the VPN.
- 2. Click the Apple ([]) menu and select System Settings...
- 3. Scroll down and select **Printers and Scanners**.

Printers & Scanners

- 4. Click the Add Printer, Scanner, or Fax... button in the lower right-hand corner.
- 5. Select the printer that you wish to add. Undergraduate students should use the myprint-bw and myprint-color queues. Faculty/staff/grad/med students should use the myprint-pro-bw and myprint-pro-color queues.

		Add Printer		
	Default	IP Window	හිෑස ws Advanced	
Q Search				
Name			^ Kind	
myprint-bw	r		Bonjour	
myprint-pro-bw			Bonjour	
myprint-pro-color			Bonjour	
Name:	myprint-bw			
Name: Location:	myprint-bw ppcutprcit			
Name: Location:	myprint-bw ppcutprcit			
Name: Location: Use:	myprint-bw ppcutprcit Secure AirPrint			
Name: Location: Use:	myprint-bw ppcutprcit Secure AirPrint			

- 6. Click the **Add** button in the bottom right-hand corner of the Add Printer screen.
- 7. Repeat these instructions for additional print queues you wish to add.

If the list of printers above does not automatically populate, please follow these instructions on how to <u>Set up MyPrint on a Mac via URL</u>.

After following these steps, you can now Print to MyPrint from Your Mac.