College of Letters and Science Mac printer install instructions.

**Step 1:** Click the Apple menu ( ) and then click “System Preferences…”

![System Preferences Menu](image1.png)

**Step 2:** Click the “Printers & Scanners” icon.

![Printers & Scanners](image2.png)

**Step 3:** Click the “+” symbol on the left side under the printer list.

![Add Printer](image3.png)
Step 4: Click the “IP” menu item on the top of the window.

![Image of IP menu item](image)

Step 5: Ensure the “Protocol” is set to “HP Jetdirect - Socket” then in the “Address” box enter the printer name found labeled on the printer (PRINTER_NAME.MSU.MONTANA.EDU). You can then enter a printer description in the “Name” box so you can identify this printer when you will need to print.

![Image of protocol and address fields](image)

Step 6: Once the printer finishes installing, the printer will be listed indicating it is correctly installed.

![Image of printers and scanners](image)