Print to a UWSTUDENT Lab Printer from OS 10.x Via the UW Wireless Network

1. Open System Preferences

2. Select “Print & Fax”

3. To add a printer, select the Plus symbol at the bottom of the list of printers.
4. Right click in the Grey Bar to select “Customize Toolbar”

![Image of Customize Toolbar]

5. Drag the advanced button onto the Dark Grey bar.

![Image of Advanced Button]

6. Fill out the information as shown below:
   - **Type**: Windows
   - **Device**: Another Device
   - **URL**: The printer URL you want to print to. Note that “%20” is used instead of a space. Go to [http://microlab.uwyo.edu/labs/macprinters.htm](http://microlab.uwyo.edu/labs/macprinters.htm) to get a list of printer strings.
   - **Name**: Your preferred name for the printer
   - **Location**: Your preferred location for the printer
   - **Print Using**: Generic PostScript Printer
   Select “Add” when you are sure everything is correct.
7. You should now see the printer listed in your “Print & Fax” list.

8. You can test your printer by printing a document or webpage.
9. When you try to print, you will be asked to fill in your UWYO username and Password. Be sure to use **UWYO\<username>** in the Username box.

![Image of a print screen showing login](image)

10. Please note, if you do not have enough print credit on your account, the document will not print. Please use [http://microlab.uwyo.edu/printquota.htm](http://microlab.uwyo.edu/printquota.htm) to add to your print quota.