OS MAC

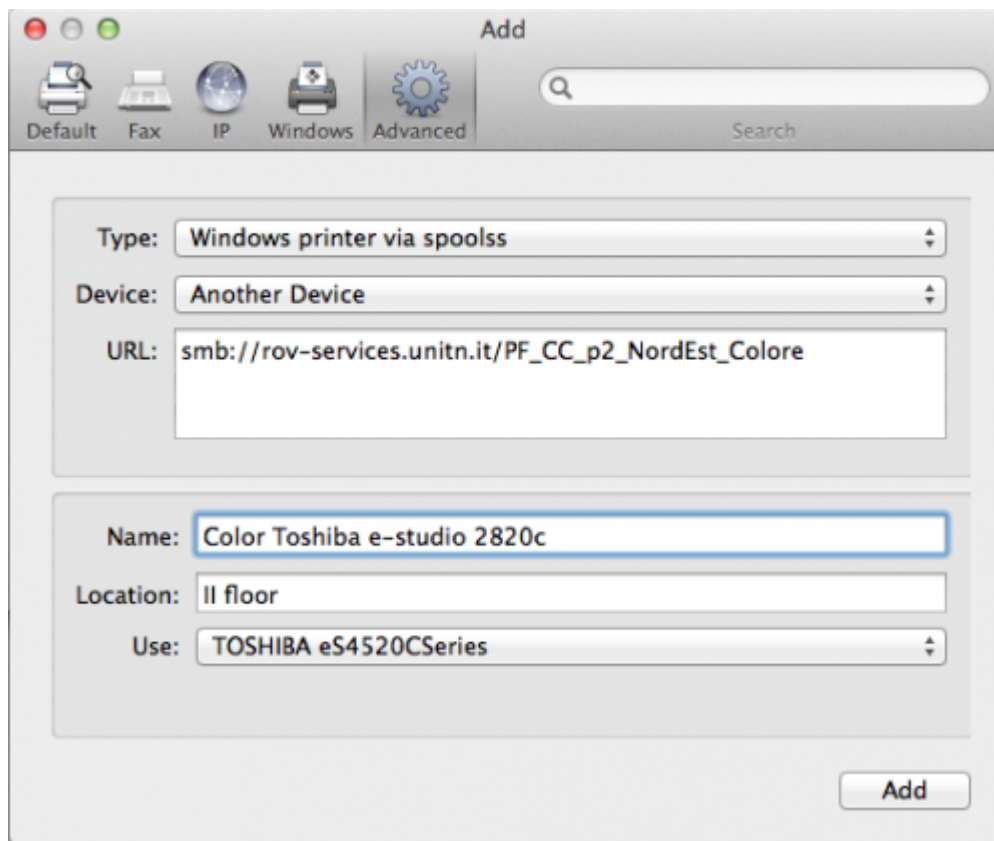## Connecting Printers

- **Navigate** to *System Preferences → Print and Scan*
- Click the **+** button **to add a new printer**
- **Control-Click** (or mouse **right-click**) on the Toolbar and select **Customize Toolbar**
- Drag the **Advanced icon** onto the bar, then click the newly added Advanced button
- Select **Type**: *Windows printer via spoolss* device type
- Enter **URL**, such as: *smb://rov-services.unitn.it/printer_name* (Tip: printer_name is the printer's share name; i.e. "PF_CC_p2_NordEst_Colore")
- In **Name** field, enter a friendly and informative printer name. (i.e. "TOSHIBA e-Studio 2820c")
- Choose a driver for this printer by pulling down the drop-down box **Use** and selecting Select Software (if the proper driver is missing, download it before this procedure)
- Click the **Add** button
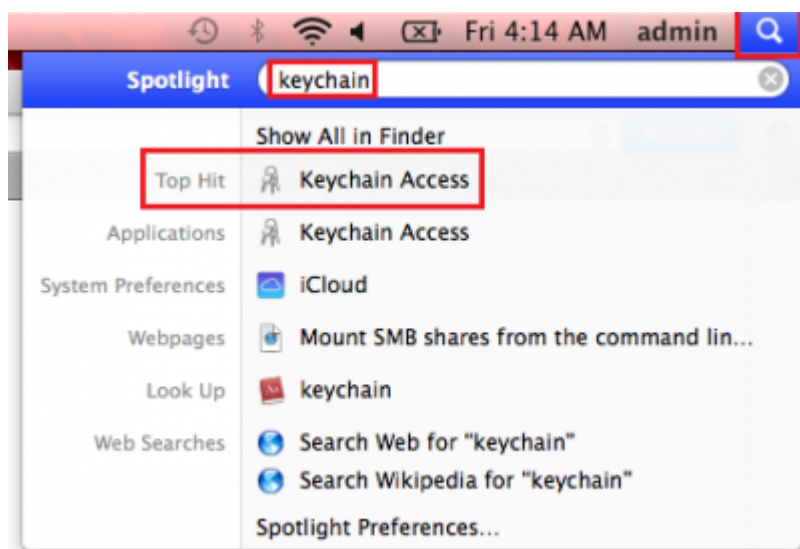- *Test print* and when asked use the correct UNITN credentials. (see image below)

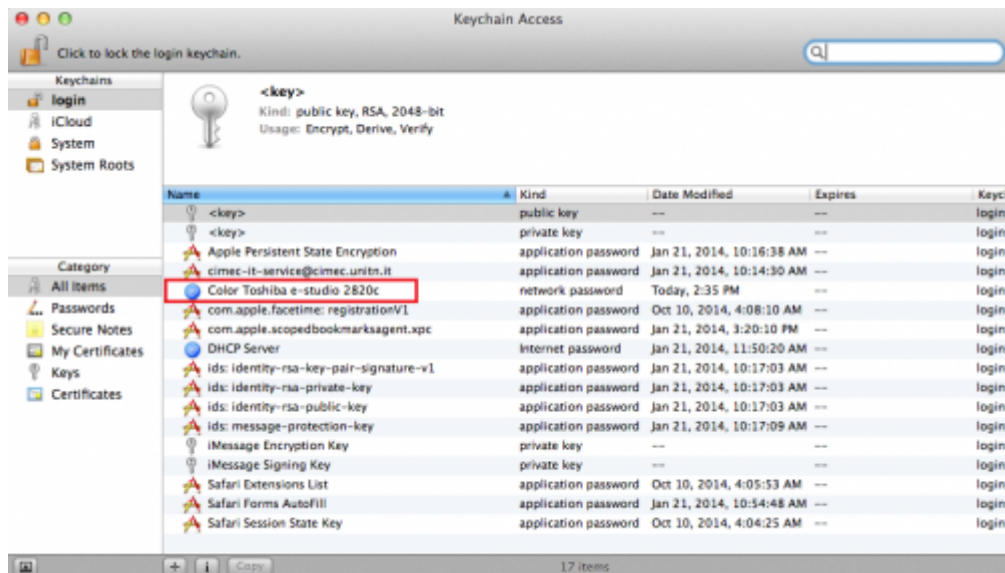**N.B.**: Printers all have a name (it also appears on the label on them) composed as follow:
PI_p0_Portineria_Colore

- **PI** (o PF) = Palazzo Istruzione (o Palazzo Fedrigotti)
- **p0** = Ground Zero
- **Portineria** = Place identification where the printer is located
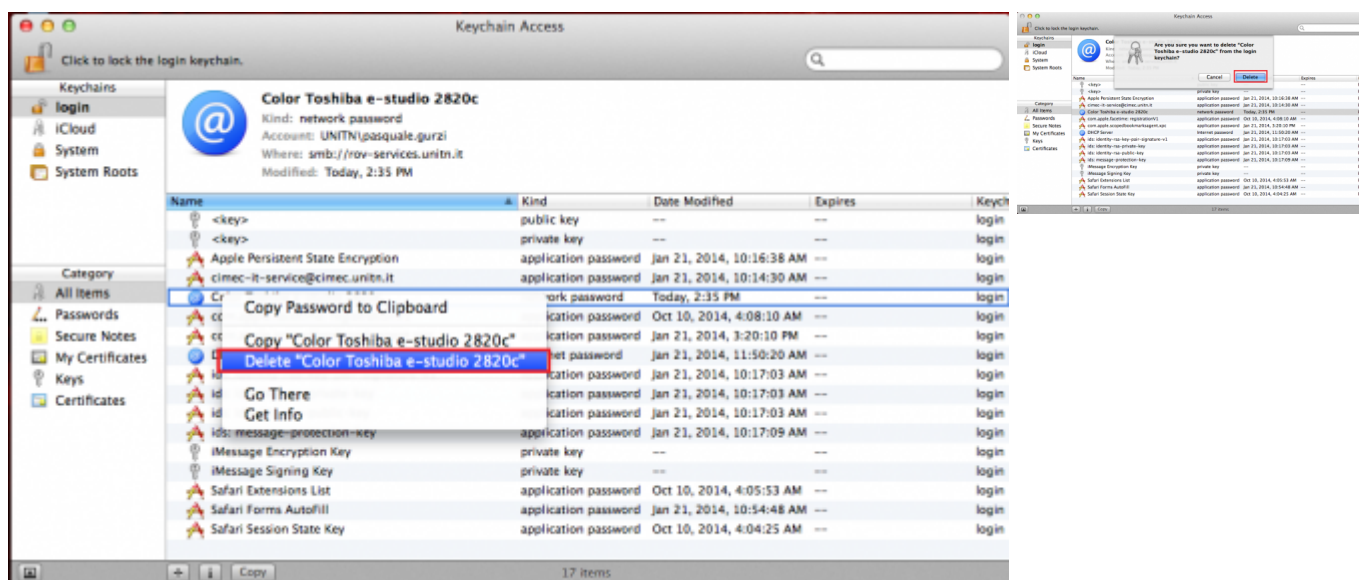- **Colore** = Printer type (Color or Black and White)

CRITICAL: If you have changed your **UNITN password** you must delete the previously saved credentials, to do this:

- Using the quick search, in the upper left, open the **application keychain → *select the entry*** for the printer

- **Control-Click** (or mouse **right-click**) select *delete* → at request *confirm*