macOS

Add a printer on your own device

Printer installation

For use by:	Students,Employees
Version:	3.2
Date:	28-01-2022
Owner:	ICT

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Installing a printer on your own computer

Before you begin.

The following instruction is supported by the TU Delft and has been tested to be working. We are offering this manual to you as an extra service.

Prerequisites

In order to successfully install a printer, make sure you have a working internet connection. Also make sure your NetID is activated and that your NetID account hasn't been locked out. **NOTE** One needs to be connected to the eduVPN in order to configure the printer and then to send documents out for print

if the printer has been installed on your pc before :

1.Remove the printer entries from your System Preference:
-Open System Preferences, open Print & Scan and remove the printer entry.
2.Remove the login credentials from the Keychain:
-Open Keychain Access, look for the printer credentials entry and remove it.

3.Download the driver

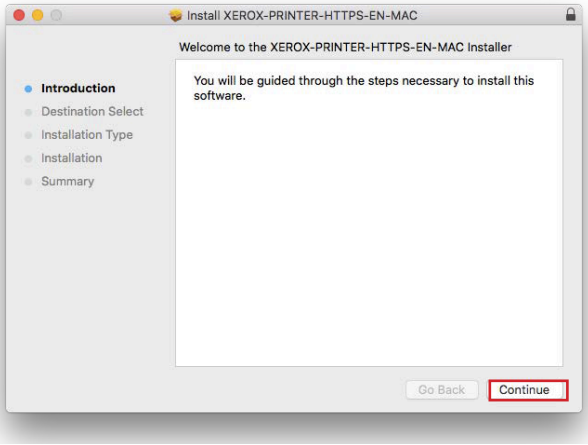
Step 1. Download the printer driver.

For a Mac with MacOS 10.14, 10.15, 11 or 12:
https://webprint.tudelft.nl/install/mac/XEROX-PRINTER-HTTPS-EN-MAC-1.2.pkg

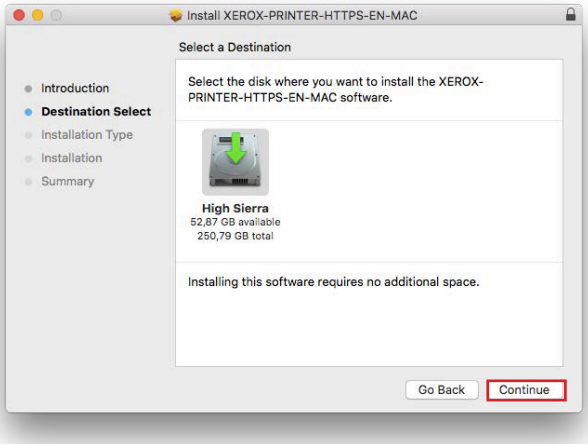
MacOS 10.9 and older are no longer supported by Apple.

2. Installing the printer

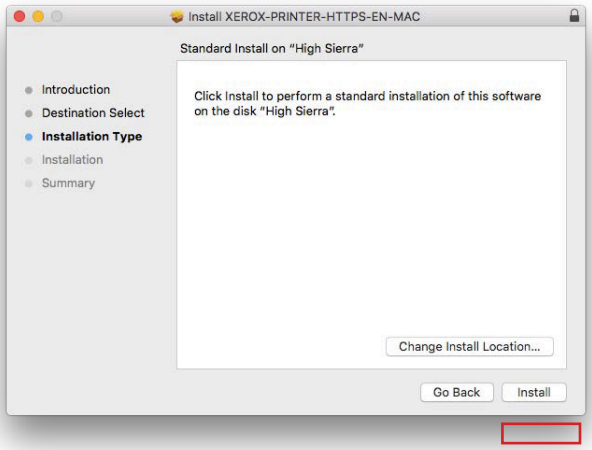
Step 1. Open **XEROX-PRINTER-HTTPS-EN-MAC-1.0.pkg** and click 'Continue'.



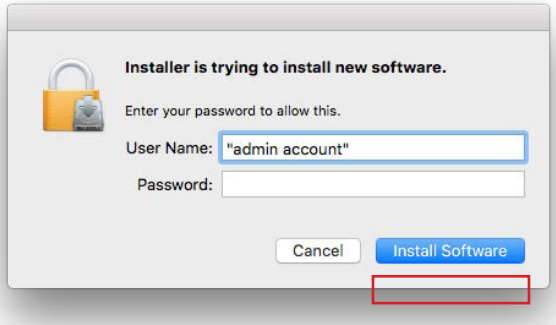
Step 2. Make sure you have enough free space on your computer and click 'Continue'.



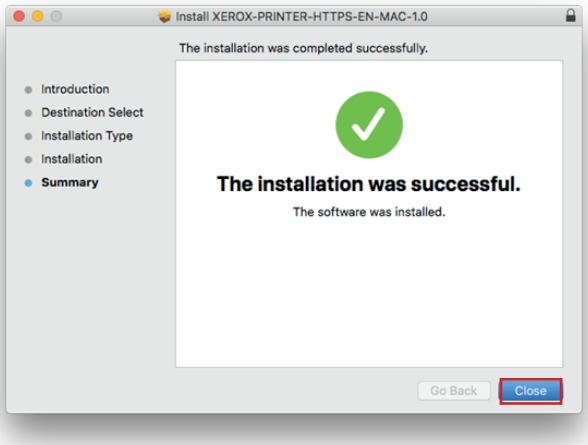
Step 3. Click 'Install'.



Step 4. . Enter your admin account and password here. Click 'Install Software'.



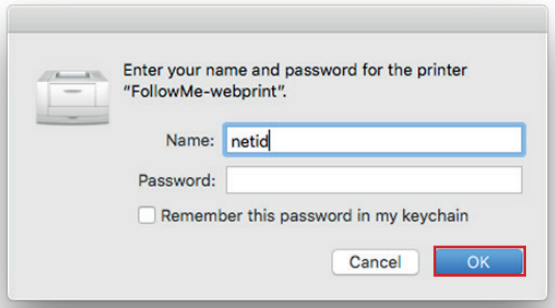
Step 5. The instalation is complete. Click 'Close'



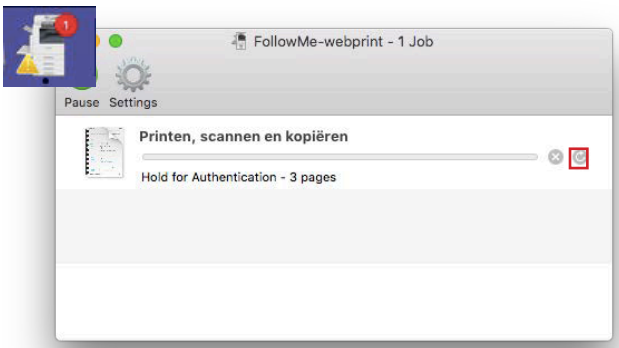
3. Printing for the first tine

Step 1.First time that you send a document to the printer you will be asked to fill in your netid and password. Fill those in and click 'Ok'.

Note! only your netid, without extra's



Step 2. If the printer gives an error, click in the dock on the printer symbol, this opens the printer, you can click on the "retry" button to authenticate again.



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