1. Open the Start Menu

   Windows XP: Start -> Run

   Windows Vista/7: Start -> Search Box

2. Type: `\printers.pugetsound.edu` and press Enter

3. Enter your Puget Sound credentials:
   - Username: `pugetsound\YOURUSERNAME`
   - Password: `Your Puget Sound password`

4. Select the appropriate printer by double clicking.
1. Launch the web browser: Safari

2. In the URL bar, type: http://localhost:631

3. Click the Administration tab

4. In the Printers, click Add Printer

5. Login with your local Mac username and password (whatever you use to login to your computer)

6. In the Other Network Printers category, choose Windows Printer via SAMBA; click Continue

7. In the Connection field, type: smb://printers.pugetsound.edu/lib018-printer and click Continue

8. In the Name and Description fields, type: lib018-printer. Leave Location blank; click Continue.

9. In the Make menu, choose HP; click Continue.

10. In the Model field, select HP LaserJet 4000 Series; click Add Printer.

11. Once you print a file, you will be prompted to enter your username and password. Type in pugetsound\ followed by your Puget Sound login name and password; click OK.

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