# COMPUTER PRINTING VIA MAC AIRPRINT



## 1. LOGIN TO UCONNECT WIFI OR HARD-WIRE YOUR CONNECTION TO THE UNIVERSITY'S NETWORK.

- \* YOU MUST BE CONNECTED TO THIS NETWORK TO SEND PRINT JOBS USING THIS DRIVER.
- 2. LAUNCH SYSTEM PREFERENCES / PRINTER & SCANNERS
- **3. CLICK ON "ADD PRINTER, SCANNER, OR FAX..."**



#### 7. CLICK THE NEWLY INSTALLED PRINTER.



## 8. CLICK ON "PRINTER QUE" ON UPPER RIGHT.



#### **5. CLICK THE GLOBE ICON & FILL IN THE FIELDS BELOW:**

ADDRESS: UNIFLOWRPS1.AD.UTAH.EDU



Remove Printer	Set Default Printer	Done

#### 9. ON UPPER LEFT OF MAC SCREEN CLICK ON "PRINTER" THEN "PRINT TEST PAGE"



#### 10. GO BACK TO THE MAC PRINT QUEUE AND CLICK ON THE REFRESH ICON



## **11. ENTER YOUR UNID & CIS PASSWORD**

\* CHECK "REMEMBER THIS PASSWORD IN MY KEYCHAIN" BOX

Enter your name and password for the printer "RedAirPrint".			
Name:	U1234567		
Password:	•••••••		
Remember this password in my keychain			
	Cancel		



#### 6. SELECT "ADD".



#### **12.** CLICK ON "SECURE PRINT" TILE, THEN PRINT!

#### **13.** "PRINT AND KEEP" WILL STORE YOUR FILE IN THE CLOUD UP TO 36 HOURS.