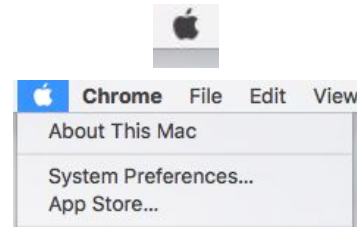


Adding a Canon Printer to a Mac

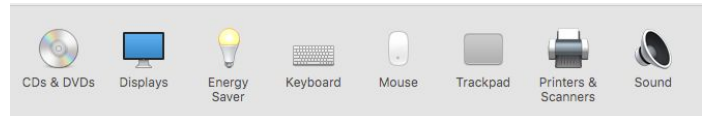
Find the Canon printer for your building in the spreadsheet at:

<https://goo.gl/ReSF5N>

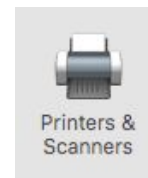
Open System Preferences



Go to Printers & Scanners



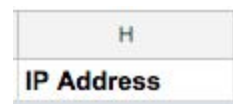
Select the + in the bottom left.
Select Add Printer or Scanner...



In the Add window, select IP in the top Right



In the spreadsheet you opened in Step #1:
Locate the IP Address for the printer you want to install from Column H.



Type the IP address into the Address field in the Add window.

Address:

Change the Protocol to HP Jetdirect - Socket

Protocol:

Address:

Protocol:

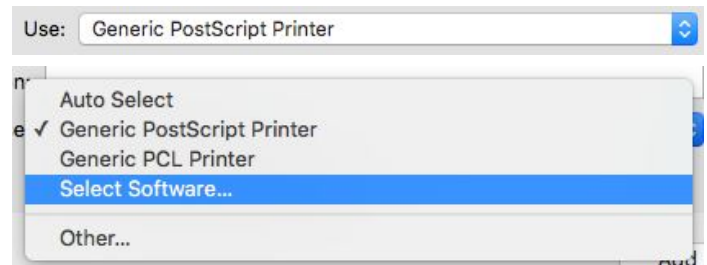
Protocol:

Update the Name field to help you identify the printer.

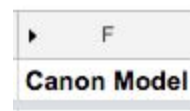
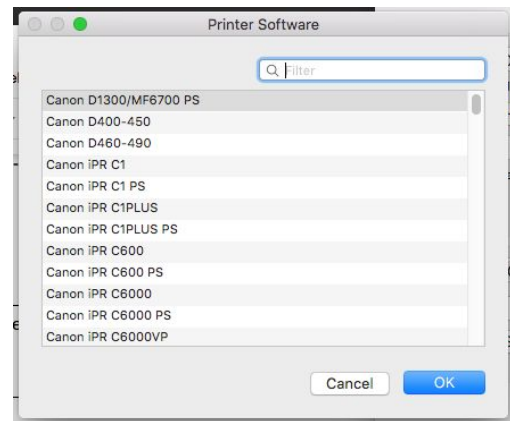
Name:

Name:

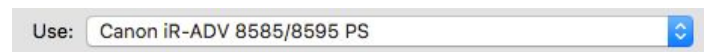
Select the correct Software



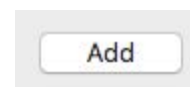
In the Printer Software window Filter by Canon Model Number (found on the spreadsheet from Step #1, Column F). If given, select the option that ends with PS.



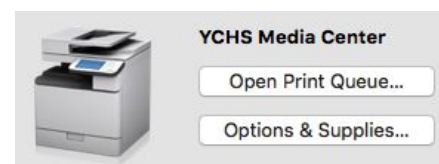
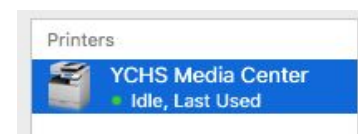
Verify the correct option for you building (it may differ from this image).



Select Add



In the Printers & Scanners Window, highlight the newly added printer and Select Options & Supplies... on the left



Select the Options tab in the pop-up window.



In the spreadsheet from Step #1 make the necessary Options for Drivers changes from Column J.

