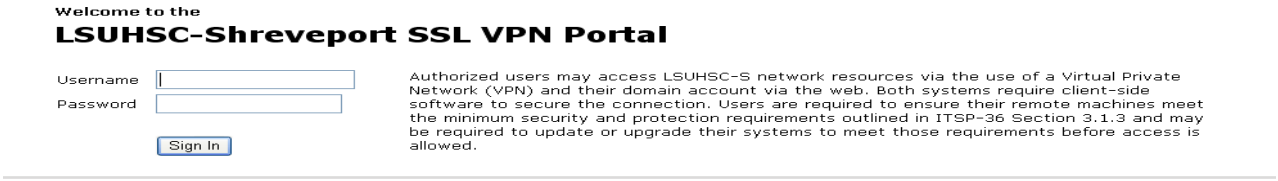
Wireless Printing on Windows Laptops

- Visit the campus VPN web page (https://vpn.lsuhsc-s.edu) and establish a connection using your e-mail username and password. The format for your username will need to be: **lsumc-master\username**



- After the VPN connection has been established, you will see a "Start" button on the webpage near the lower portion of the page. Click that button to begin the session.

- Under Windows Control Panel, click on the "Printers and Faxes" icon
- Click on "Add a new printer" and "Next"
- Choose a "Network Printer" and "Next"
- Under "Connect to this printer" enter the path \\goprnsrv\AR-P350. Do not choose to select this as the default printer.
- Once connected, print jobs may be sent to the printer in the small lab and retrieved by prepaid copy card from the GoPrint Station.
- Remember, anytime you need to print to this library printer, you will need to first connect to the VPN through the web page mentioned above.

Wireless Printing on Mac Laptops

- Visit the campus VPN web page (https://vpn.lsuhsc-s.edu) and establish a connection using your e-mail username and password. The format for your username will need to be: **lsumc-master\username**
- After the VPN connection has been established, you will see a "Start" button on the webpage near the lower portion of the page. Click that button to begin the session.
- Open "System Preferences" and select "Print & Fax". Next, click the "+" button.
- While holding down the control key, click on the toolbar of the new window.
- Select "Customize Toolbar". Drag the "Advanced" icon up to the toolbar and click done.
- Select the newly added "Advanced" button. Under the "Type" dropdown, select "Windows". Leave "Device" set as "Another Device". For URL, enter the following exactly as printed: **smb://goprnsrv:139/AR-P350-2**
- In the "Name" field enter "Library". For the "Print Using" field, choose "Generic PostScript Printer". In the location field, enter "1-419 (Small PC Lab)
- Click "Add". Close out of "System Preferences".
- When printing a document, select the "Library GoPrint" printer. The printer will require you to authenticate by entering in your e-mail username and password in the same format as when you connect to the VPN, with the following in the "Name" field:
  lsumc-master\username

- Your document will be available to print from the printer release station in the small computer lab, room 1-419. The document will be listed under your e-mail username.