Active Directory Services
Mac 10.6 and 10.7

Setting up a Printer from a Joined Mac

1. Click on the **Apple**
2. Click on **System Preferences**
3. Click on **Print & Fax** under **Hardware**
4. Click the **Plus Sign** to add a printer

5. The AD published printers are listed in the **Default** tab and are named MSUPRINT-location. The **Kind** is **Open Directory** not Bonjour. Be careful not to select a Bonjour shared printer.

6. Find the printer you want to add either by scrolling down or using the **Search** bar

7. Once the printer is found, click on the printer name

8. Click on **Add**
9. If a driver doesn't auto populate under “Print Using”, select the correct driver
10. Click **Install**

**NOTE**: If you are not able to click the + sign under step 4 and do not have administrator privileges, please contact a member of your tech team or the University HelpDesk at ext. 7971 for additional assistance.