

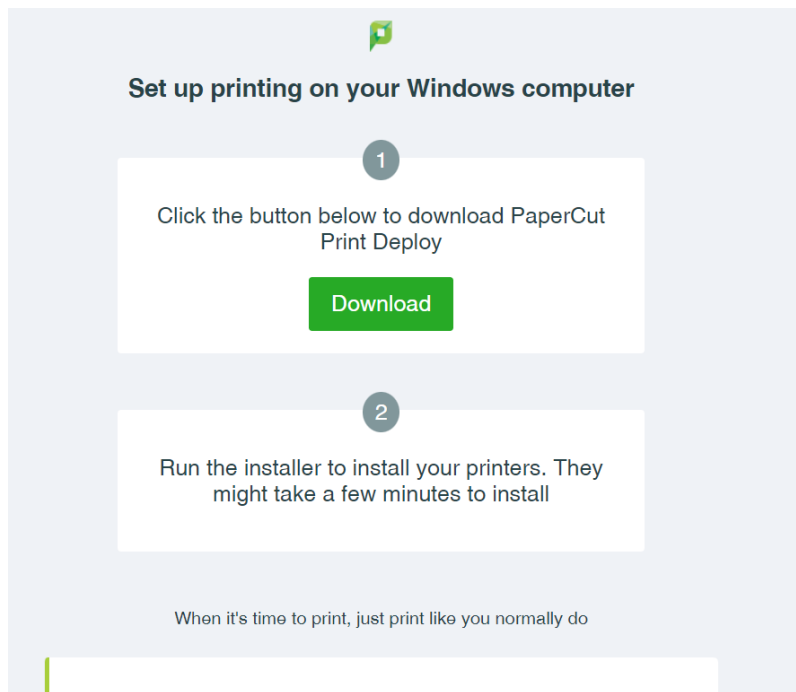


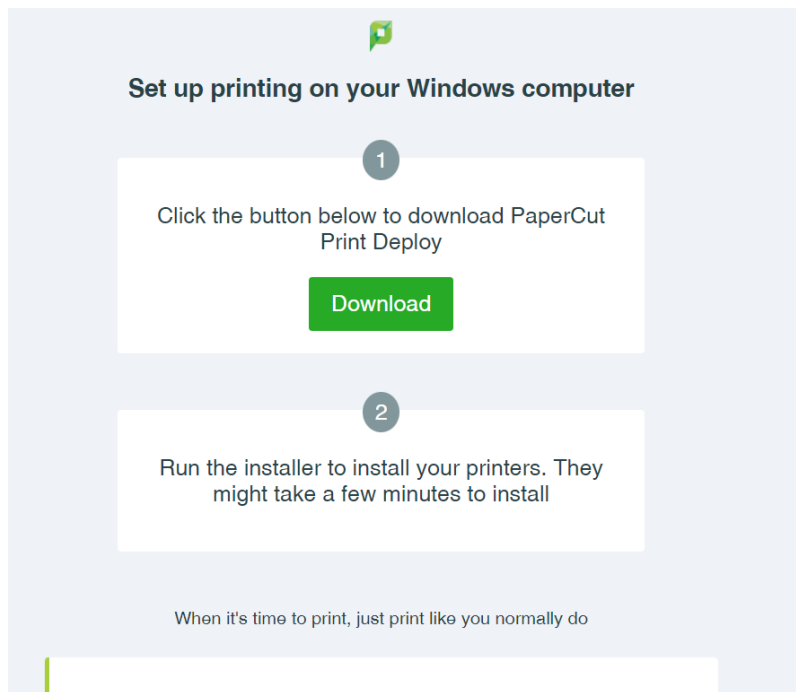
Installing Software to Print

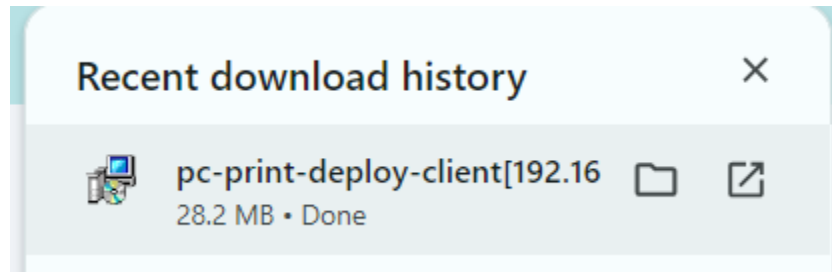
Adding the Printer to your Windows PC

Please use these steps to install the new printer. This printer uses 'Follow Me' technology. This means that when you print to the printer, you can go to EITHER student printer to release your job. This will be discussed in greater detail in Chapter 4.

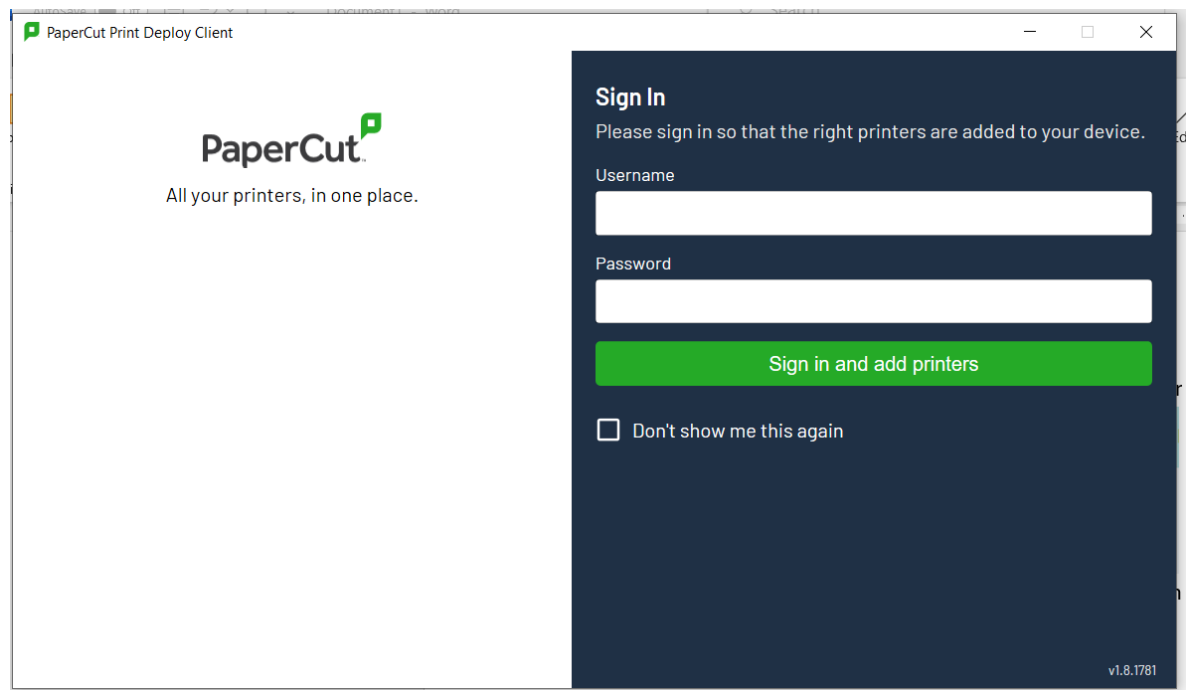
1. Please go to the following URL:
 - a. [Here](#)
 - b. Please note – you MUST be on MSLaw for this to work.
2. You will be presented with the following screen:



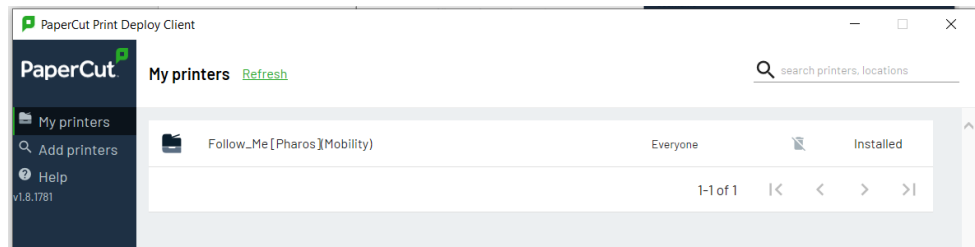
- a. 
3. Select 'Download' and then run the file that your computer downloads.



4. Once you have run the package, you will be presented with a new application.



5. Sign in with the username and password that you created in Chapter 1.
6. The application will now add the following Printer to your computer:
 - a. Follow_Me[Pharos][Mobility]

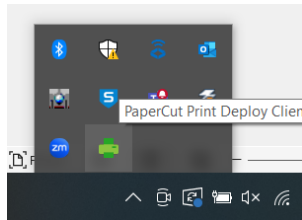


b.

7. Now, when you go to print your documentation, you will print to that printer. The print job will be ‘held’ until you release it from a copier (see chapter 4 for more info).

8. You may now close out of the application.

a. As a note – make sure the PC Print Deploy Icon is in the system



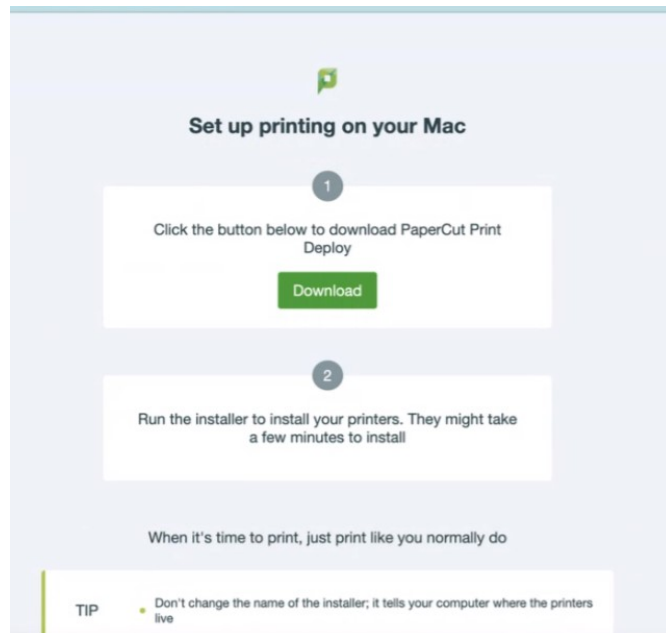
tray:



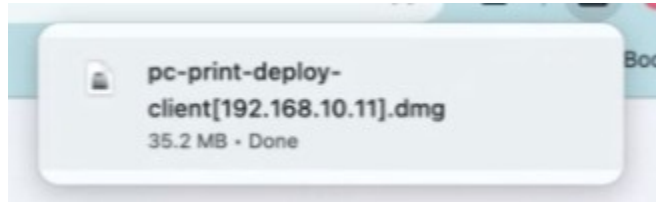
Adding the Printer to your Mac

Please use these steps to install the new printer. This printer uses ‘Follow Me’ technology. This means that when you print to the printer, you can go to EITHER student printer to release your job. This will be discussed in greater detail in Chapter 4.

1. Please go to the following URL:
 - a. [Here](#)
 - b. Please note – you MUST be on MSLaw for this to work.
2. You will be presented with the following screen

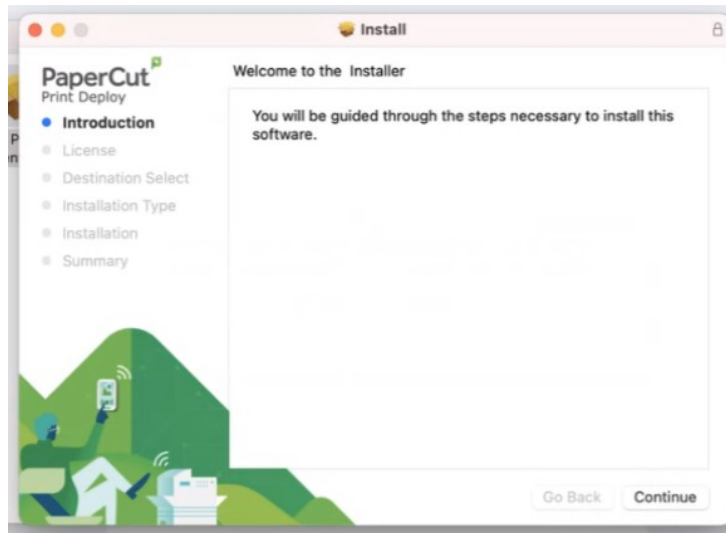


3. Select the 'Download' button and run the .dmg that you downloaded.

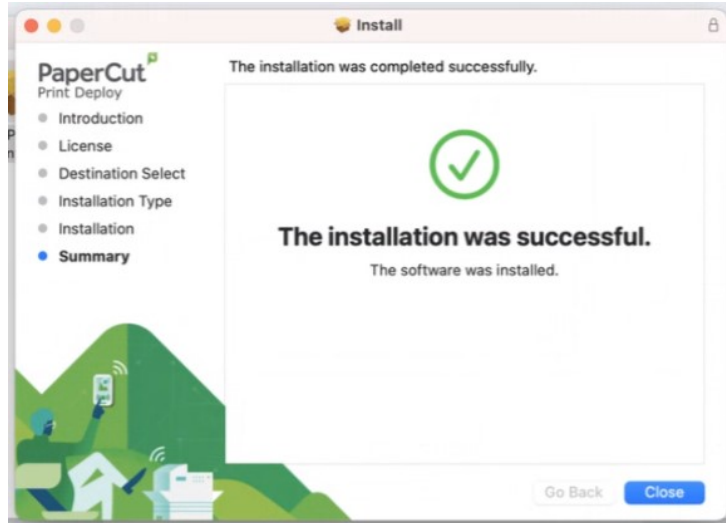


a.

4. This will take you through the PC-Print Deploy installer. Please just click through the menus until the installer has completed.

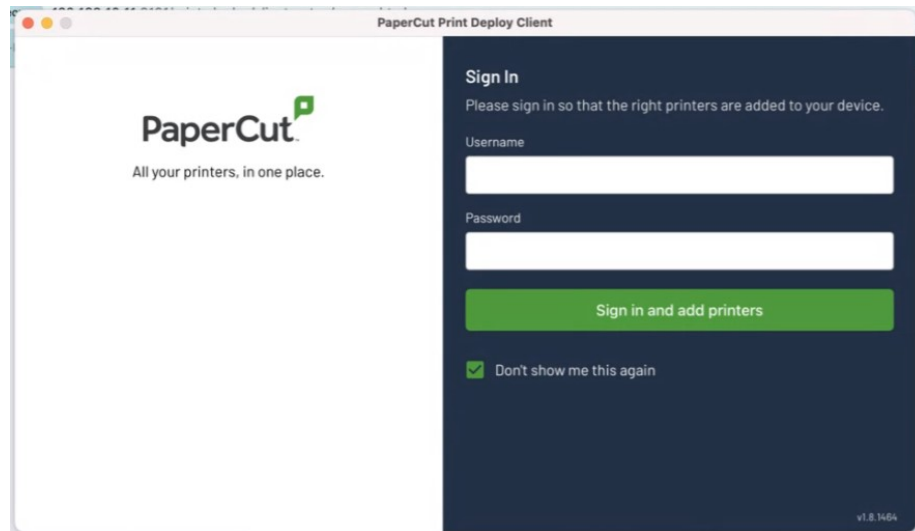


a.



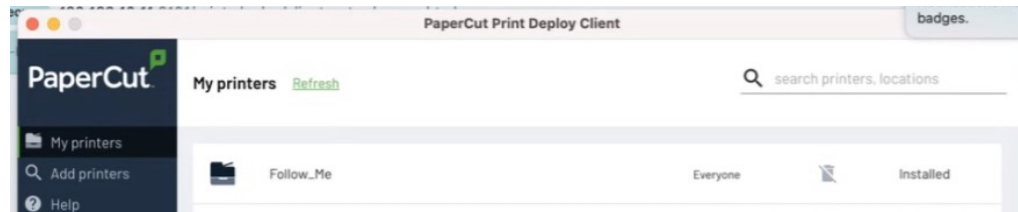
b.

5. Once you have run the application, you will be presented with a new screen.



a.

6. Sign in with the credentials you created in Chapter 1.
7. The application will add the following printer “Follow_Me” to your computer



a.

8. Now, when you go to print your documentation, you will print to that printer. The print job will be ‘held’ until you release it from a copier (see chapter 4 for more info).
9. You may now close out of the application.