

Printing Guide

Printer Etiquette

The public printers in the mathematics department are shared resources. It is important that you do your part in maintaining their functionality.

- Pick up your print jobs as quickly as possible. This is *especially* important for the Konica copier in the copier room.
- Learn to reload paper trays and do so when your job empties the printer of paper.
- Be aware that at certain times the copier is heavily used for assignments and tests and avoid tying it up for non-critical printing at these times.
- Be aware if your postscript or pdf document is intended for A4 paper. This will cause the Konica copier to stop and ask for A4 paper to be loaded. When this happens it can only be overridden by pressing the appropriate *physical* button on the copier.
- Please, be aware that we do page accounting, i.e., keep track of how many pages each user prints to each printer during a period of time. Heavy users of our printing system may be asked to justify their printing needs.

A Short Guide to Printing in the Math Department (Lunt Hall)

Basically, there are 4 public printers in the department connected to the Math network in *Lunt Hall* (for printing in *Locy Hall* see below). They are

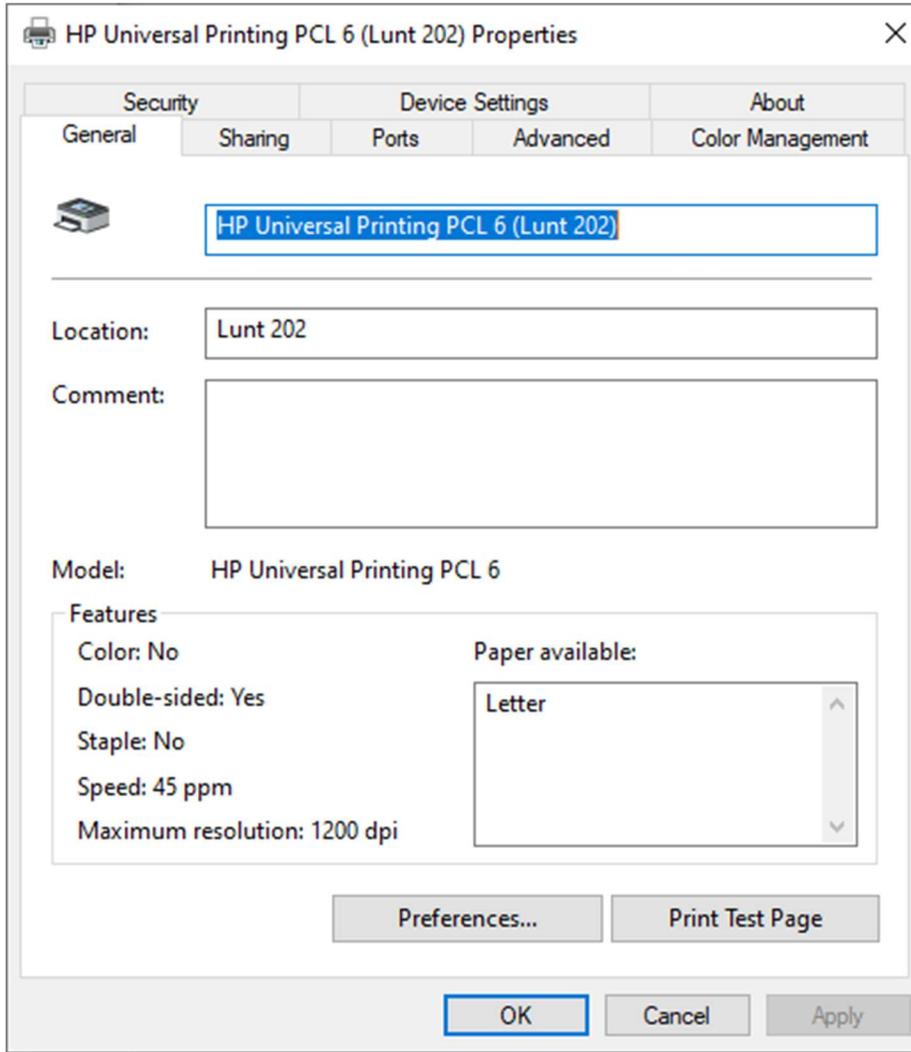
- **ljb** -- Location: Lunt basement hall opposite B12: HP LaserJet Enterprise M406dn. IP address: 129.105.81.93.
- **lj2** -- Location: Lunt second floor copier room (202): HP LaserJet P3015dn printer. IP address: 129.105.81.88.
- **lj3** -- Location: Lunt Third floor hall: HP LaserJet P2055dn. (Previously located in Locy Hall.) IP address: 129.105.81.91.
- **copier** -- Location: Lunt second floor copier room (202): Ricoh IM C4500 (the copier machine, which also works as printer and scanner). IP address: 129.105.81.87.

How to add a department printer to your machine

This should work for a machine in the department as well as a laptop connected to the Northwestern wireless network.

In order to access the most advanced options of a printer download and install the appropriate printer driver (search for it online), and go to add a printer. Follow the instructions of your machine and OS to complete the process. On Windows on settings click "add a new printer". If it can't be found, click "The printer that I want isn't listed", "add a printer using a TCP/IP address or hostname", Device type: TCP/IP Device, Hostname of IP address: xxx.xxx.xxx.xxx (where xxx.xxx.xxx.xxx is the IP

address of the printer), and follow the instructions to install the driver. Below there a couple of screenshots of how it looks the configuration for lj2 (ip: 129.105.81.88) on a Windows 10 machine.



Configure Standard TCP/IP Port Monitor

Port Settings

Port Name: 129.105.81.88_2

Printer Name or IP Address: 129.105.81.88

Protocol

Raw LPR

Raw Settings

Port Number: 9100

LPR Settings

Queue Name:

LPR Byte Counting Enabled

SNMP Status Enabled

Community Name: public

SNMP Device Index: 1

. OK Cancel

For Macs the process is similar. Pick protocol IPP.

The IPs for our printers are as follows:

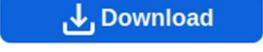
ljb: 129.105.81.93

lj2: 129.105.81.88

lj3: 129.105.81.92

copier: 129.105.81.87

For the **copier** (the networked Ricoh copier machine) [download the appropriate driver from the Ricoh site](#). Make sure to download the driver for your OS (Windows or MacOS). For Windows the PCL 6 Driver is recommended.

Printer Driver	Utility	Scanner Driver	Fax Utility
PCL 6 Driver  (File Size : 33,628 KB)	Ver.1.56.0.0 Released Date: 09/14/2022 New! Printer driver for B/W printing and Color printing in Windows. It supports HP PCL XL commands and is optimized for the Windows GDI. High performance printing can be expected.		
PCL6 V4 Driver for Universal Print  (File Size : 41,356 KB)	Ver.4.16.0.0 Released Date: 10/27/2022 New! For a list of supported model and more, please see: here .		
PCL6 Driver for Universal Print  (File Size : 29,983 KB)	Ver.4.34.0.0 Released Date: 05/03/2022 PCL 6 driver to offer full functions for Universal Printing. This driver enables users to use various printing devices. The availability of functions will vary by connected printer model.		

For MacOS get the PPD Installer. For Linux, connect your machine to a network jack with an Ethernet cable in Lunt, go to Settings > Printers, and most likely the Ricoh printer will show up automatically.

Printing in Locy Hall - Room 209

For the Ricoh printer, please visit the “Info about Math Computers” webpage from the Math Intranet.

There is also an **HP LaserJet Pro M404dn** printer in room 209. In the configuration process select JetDirect, and IP = 129.105.143.135.

- Last Updated:

<https://sites.math.northwestern.edu/resources/computer_information/printing_guide.html>
 <sysadm@math.northwestern.edu>