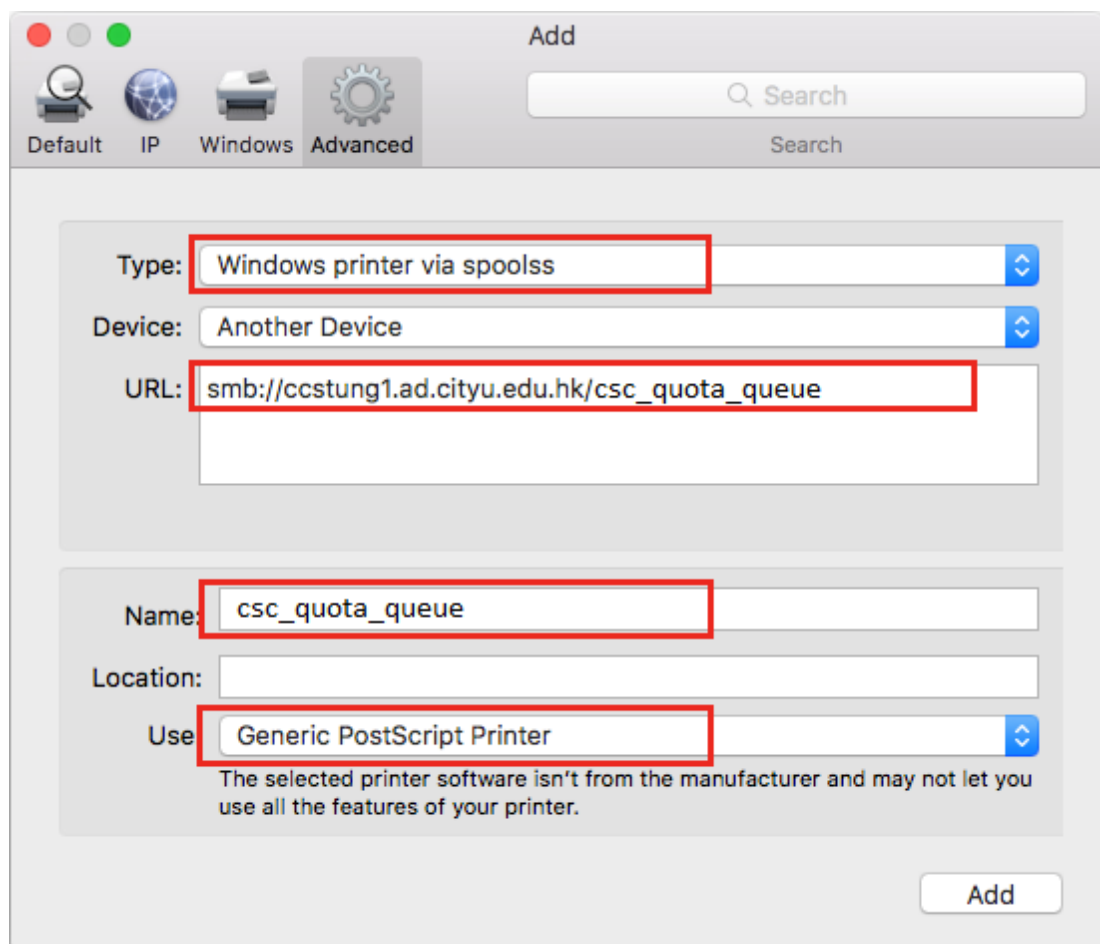
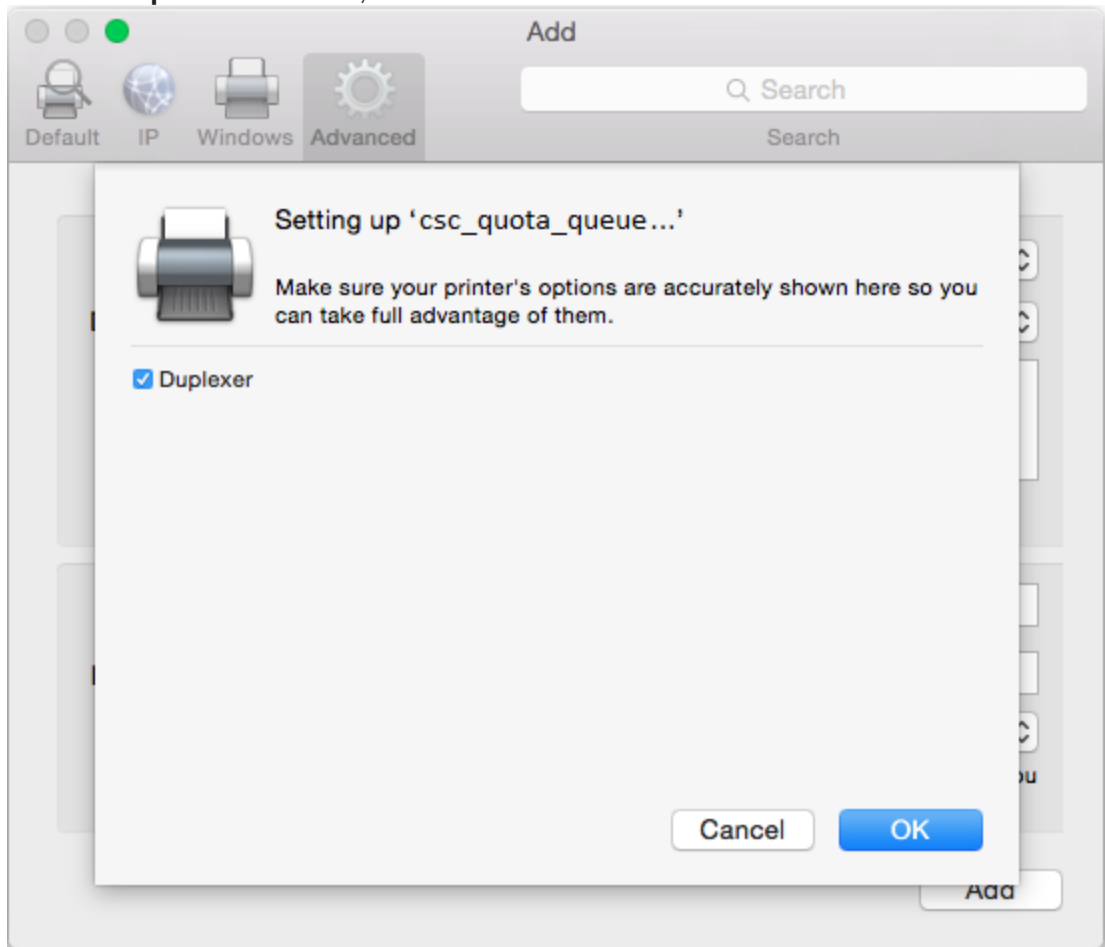


Steps for printing: (For macOS 10.14)

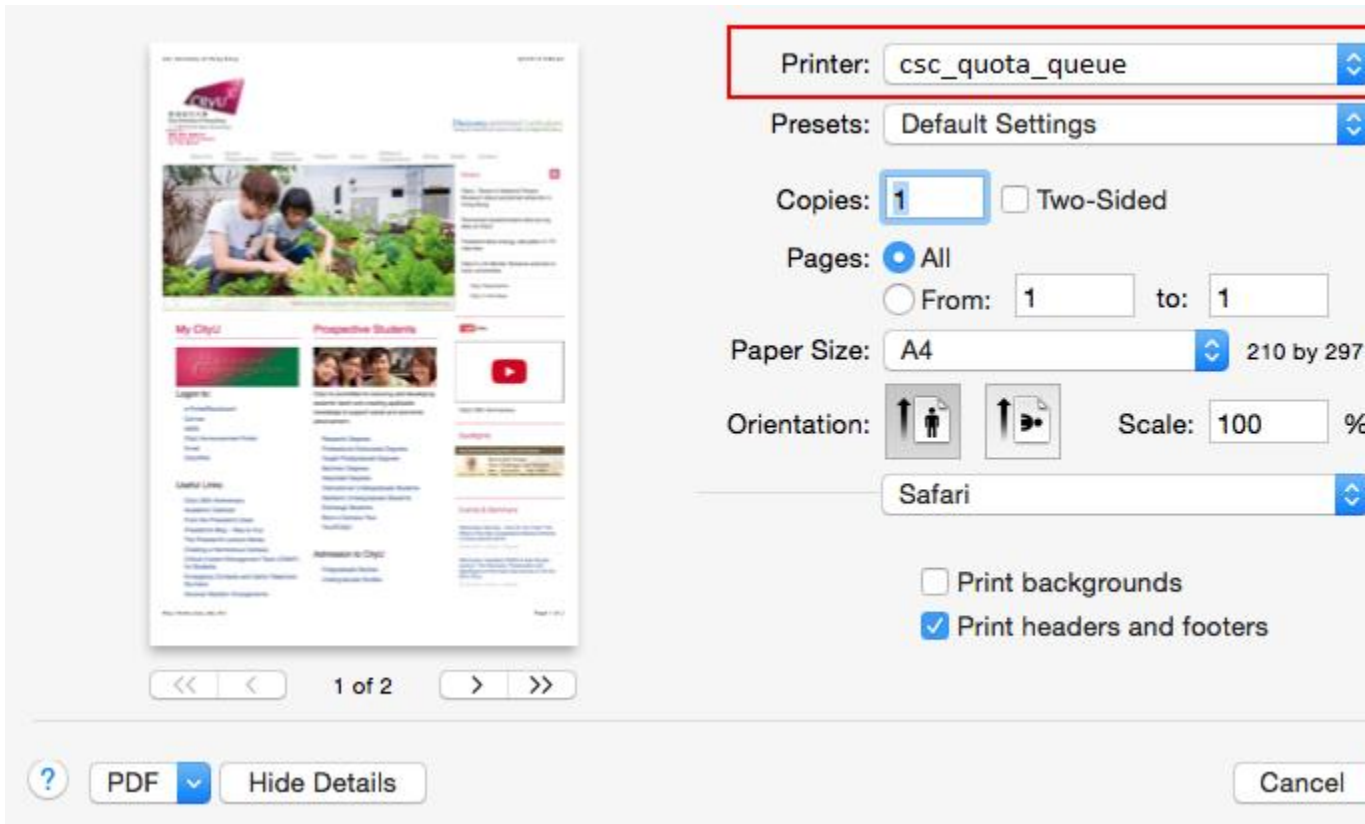
1. Add printer for Quota Controlled Fast Print Queue
 - a. Choose **System Preferences** from the **Apple** menu.
 - b. Choose **Printers & Scanners** from the **View** menu.
 - c. Click the **+** button to add a printer.
 - d. Press the Control key while clicking the "Default" icon (or any other icon on the toolbar), then choose Customize Toolbar from the contextual menu that appears.
 - e. Drag the Advanced (gear) icon to the toolbar.
 - f. Click **Done**.
 - g. Click the **Advanced** icon that was added to the toolbar.
 - h. Choose **Windows printers via spoolss** from the Type pop-up menu.
 - i. In the URL field, type `smb://ccstung1.ad.cityu.edu.hk/csc_quota_queue`
 - j. In the Name field, type `csc_quota_queue`.
 - k. In the Print Using field, select Choose **Generic Postscript Printer**.
 - l. Click **Add**.



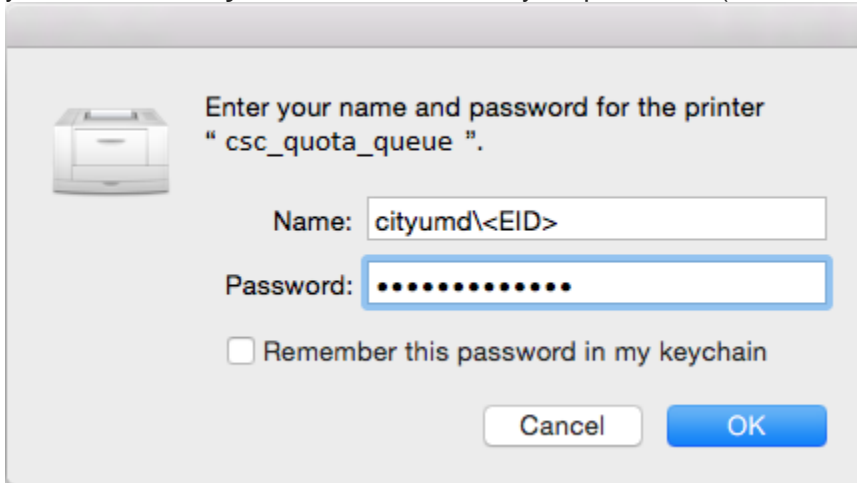
- m. Tick the **Duplexer** checkbox, then click **OK**.



2. Print to the print queue in your application
(Choose "**csc_quota_queue**")



Mac will prompt for your name and password. Please choose "**Registered User**" and enter your name as "**cityumd\<EID>**" and then your password. (where <EID> is your EID)

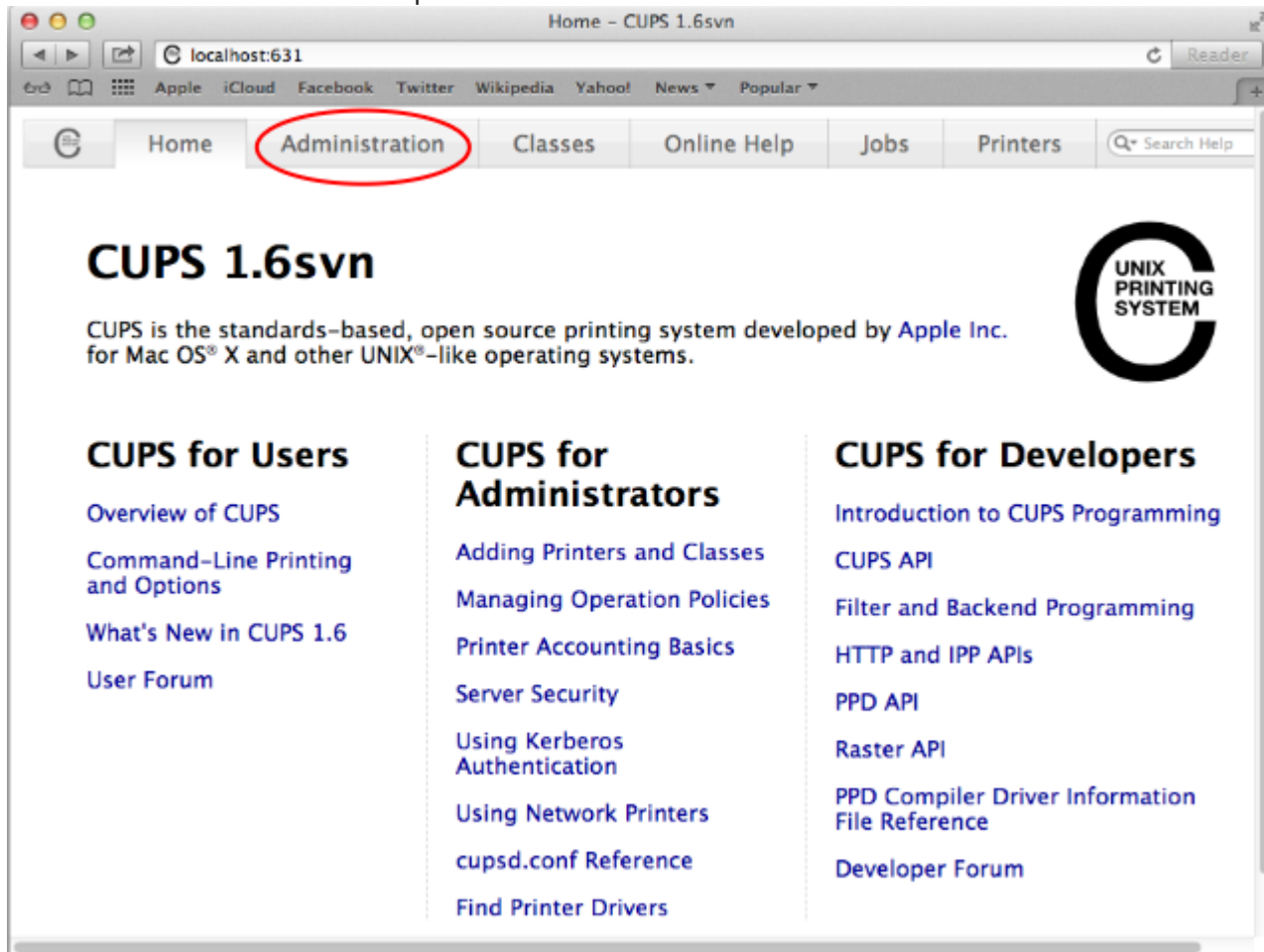


Go to Step 3 for the procedures of releasing print jobs at Release Station.

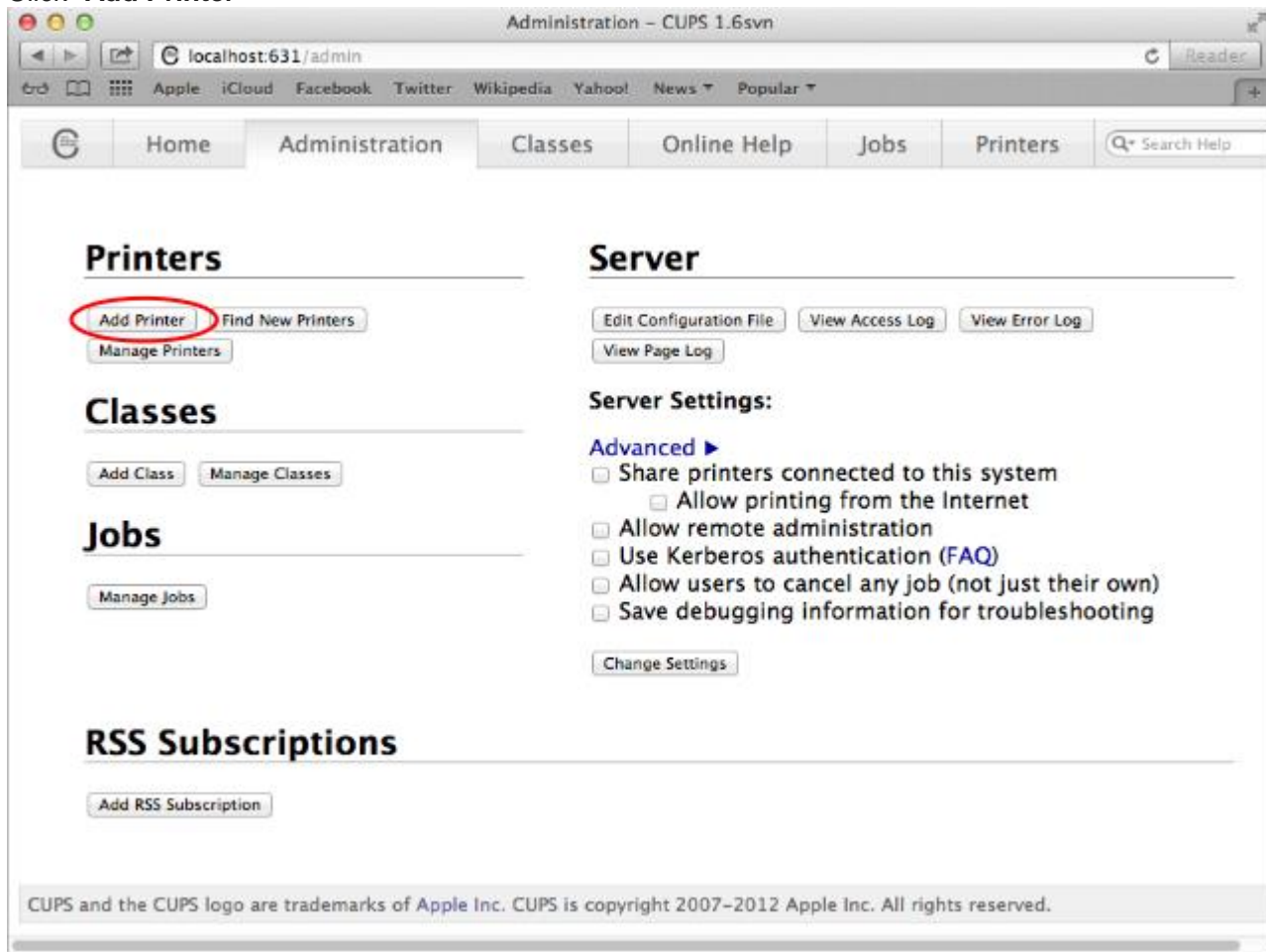
Steps for printing: (For Mac OS X 10.9 or below)

1. Add printer for Quota Controlled Fast Print Queue
(Followings are the setup steps for Mac OS X 10.8. The steps will be different for different versions of Mac System)

- a. Go to <http://localhost:631> through Safari
- b. Select "**Administration**" in the top menu

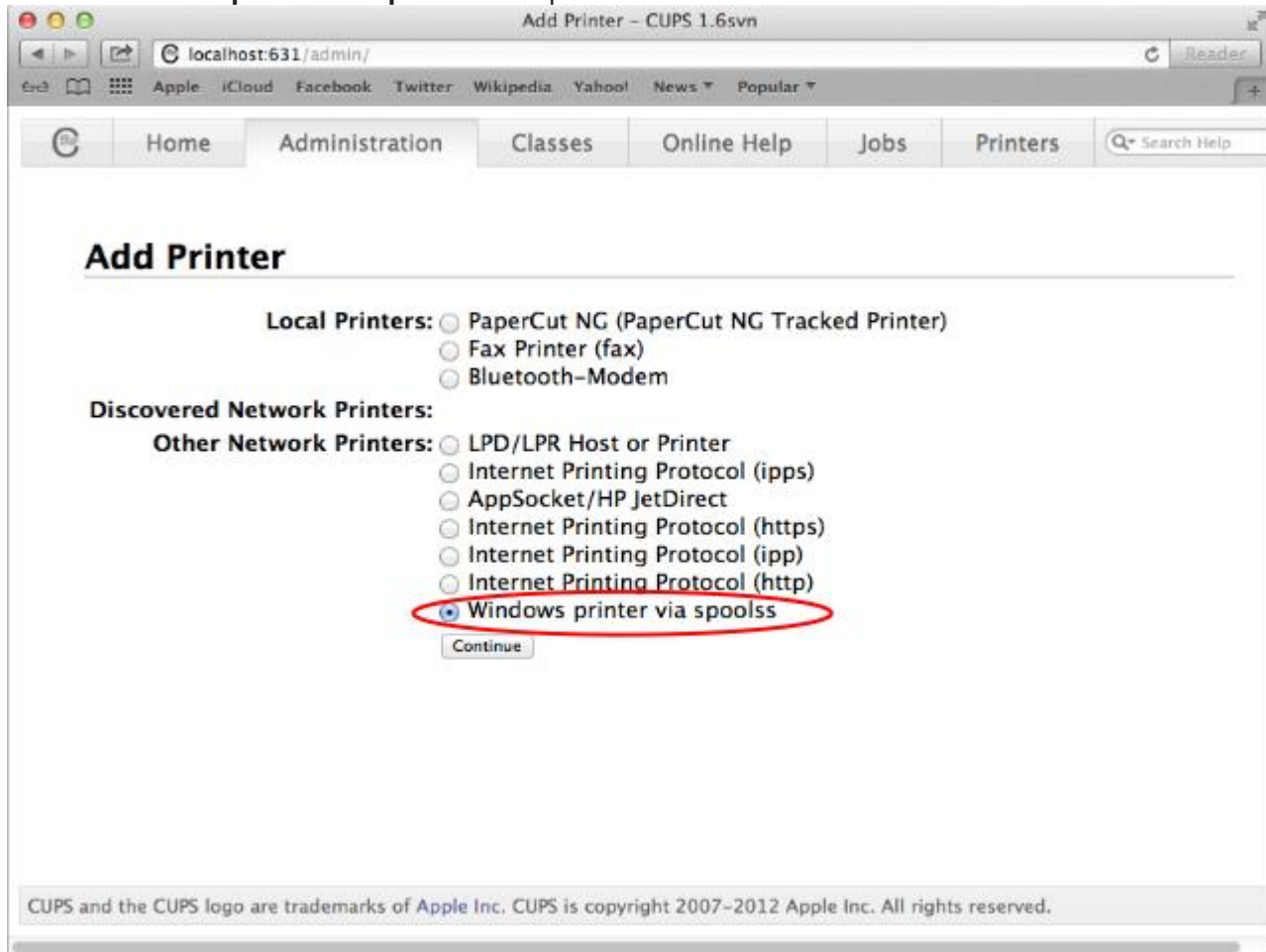


c. Click "Add Printer"



d. Authenticate if requested

- e. Select "**Windows printer via spoolss**" and press "**Continue**"



- f. Type
"**smb://cityumd;LOGIN:PASSWORD@ccstung1.ad.cityu.edu.hk/csc_quota_queue**
" in the "**Connection**" field and press "**Continue**" (replace LOGIN with your EID and

PASSWORD with your password)

localhost:631/admin

Home Administration Classes Online Help Jobs Printers Search Help

Add Printer

Connection: `smb://cityumd;<EID>;<password>@ccstung1.ad.cityu.edu`

Examples:

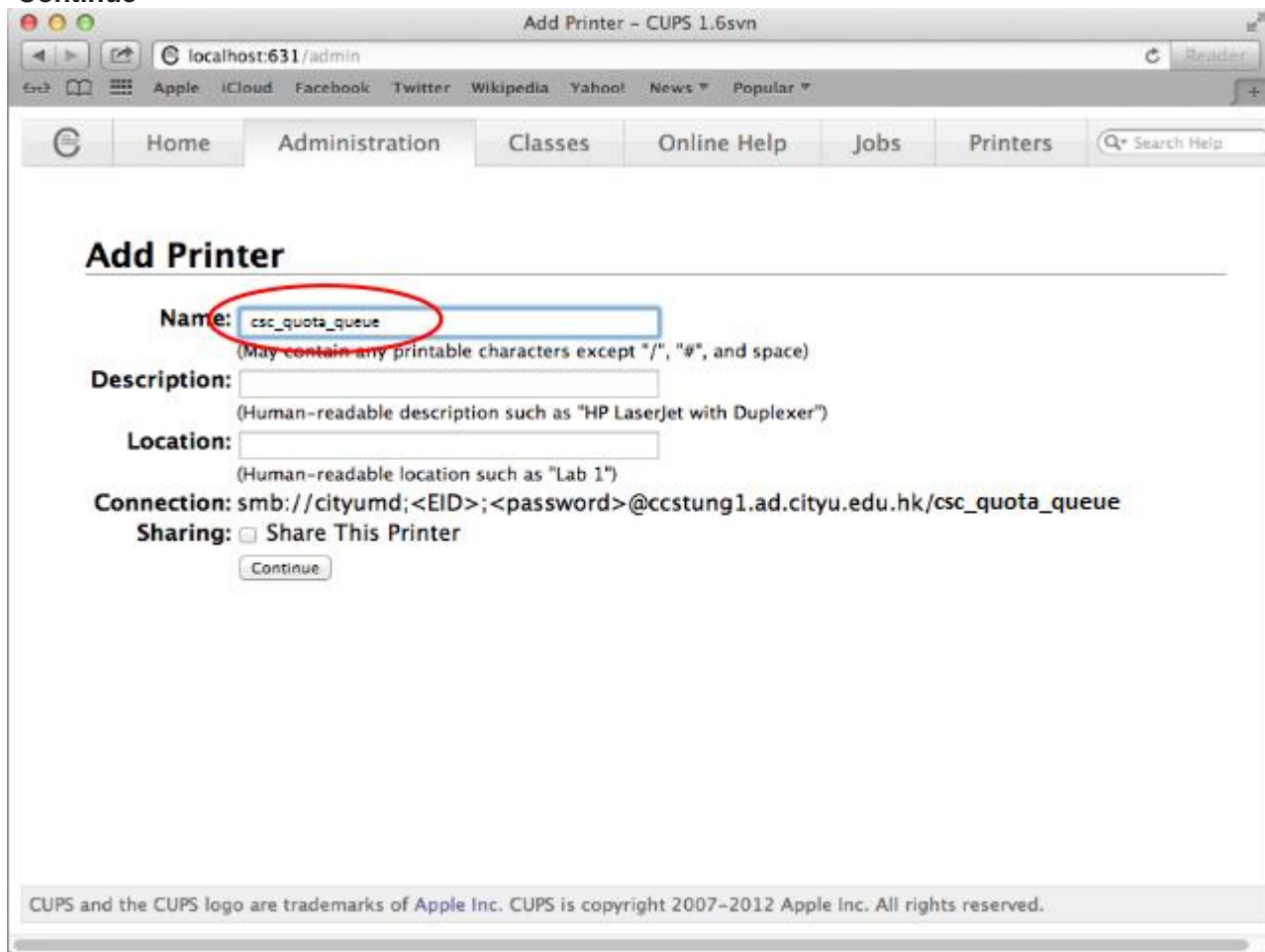
- `http://hostname:631/ipp/`
- `http://hostname:631/ipp/port1`
- `ipp://hostname/ipp/`
- `ipp://hostname/ipp/port1`
- `lpd://hostname/queue`
- `socket://hostname`
- `socket://hostname:9100`

See "Network Printers" for the correct URI to use with your printer.

Continue

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- g. Type a name in the "Name" field, for example **csc_quota_queue** and press "Continue"



The screenshot shows a web browser window titled "Add Printer - CUPS 1.6svn" with the address bar at "localhost:631/admin". The page has a navigation menu with "Home", "Administration", "Classes", "Online Help", "Jobs", and "Printers". The main heading is "Add Printer".

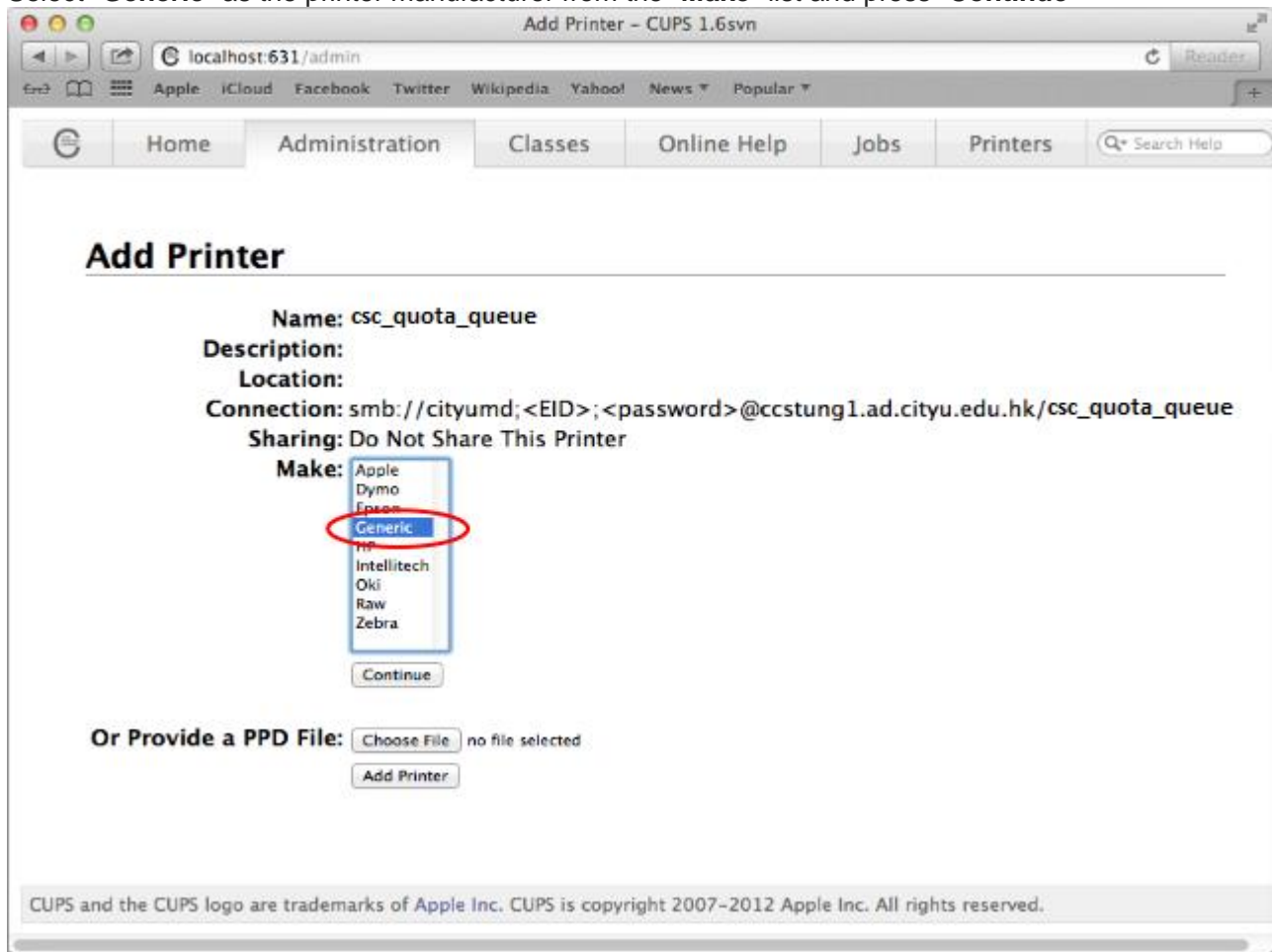
The form fields are as follows:

- Name:** (May contain any printable characters except "/", "#", and space)
- Description:**
- Location:** (Human-readable location such as "Lab 1")
- Connection:** smb://cityumd;<EID>;<password>@ccstung1.ad.cityu.edu.hk/csc_quota_queue
- Sharing:** Share This Printer

A "Continue" button is located below the Sharing options.

At the bottom of the page, a footer reads: "CUPS and the CUPS logo are trademarks of Apple Inc. CUPS is copyright 2007-2012 Apple Inc. All rights reserved."

- h. Select "**Generic**" as the printer manufacturer from the "**Make**" list and press "**Continue**"



localhost:631/admin

Apple iCloud Facebook Twitter Wikipedia Yahoo! News Popular

Home Administration Classes Online Help Jobs Printers Search Help

Add Printer

Name: csc_quota_queue
Description:
Location:
Connection: smb://cityumd;<EID>;<password>@ccstung1.ad.cityu.edu.hk/csc_quota_queue
Sharing: Do Not Share This Printer

Make:

- Apple
- Dymo
- Epson
- Generic**
- HP
- Intellitech
- Oki
- Raw
- Zebra

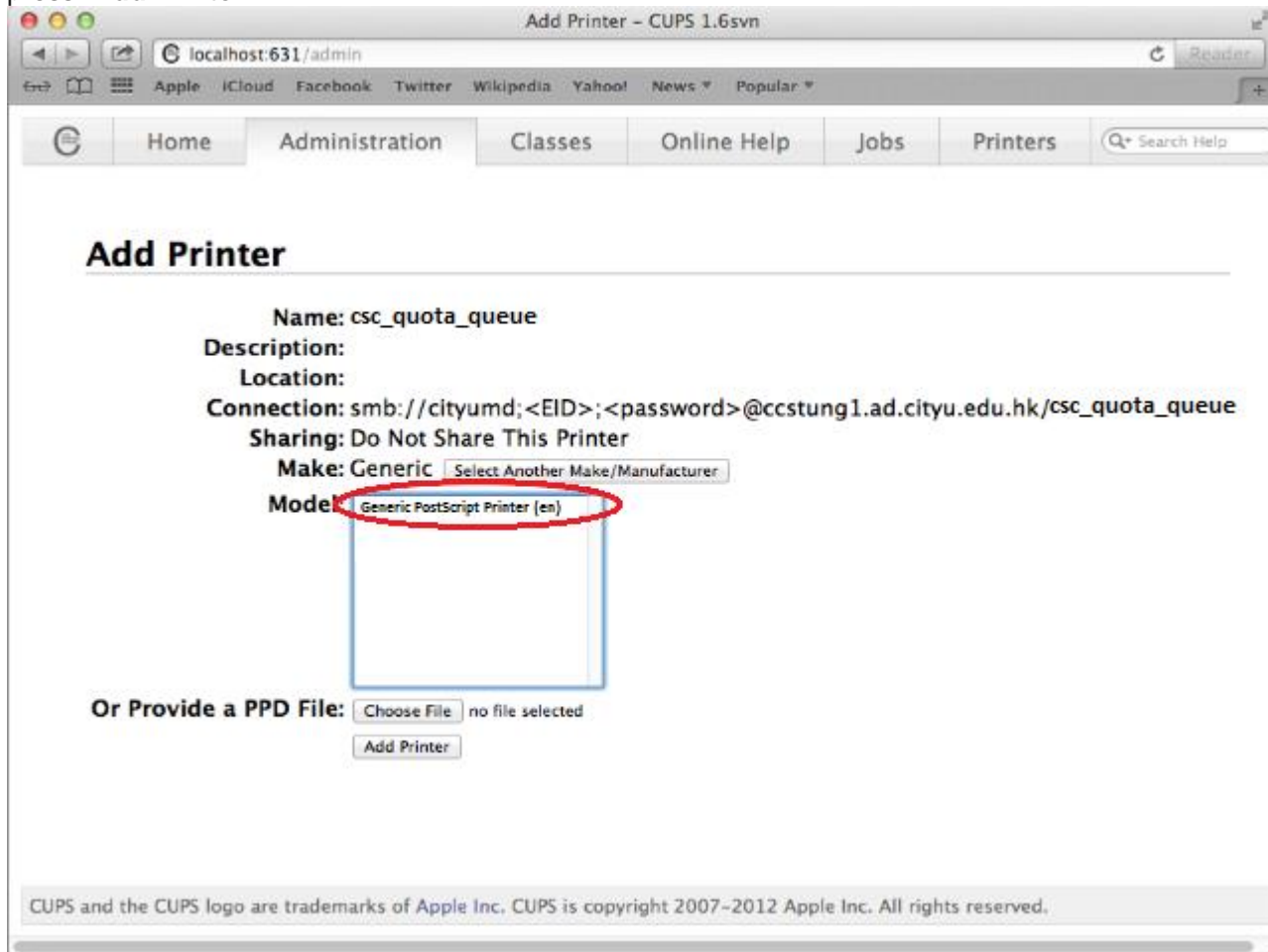
Continue

Or Provide a PPD File: Choose File no file selected

Add Printer

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- i. Select "Generic Postscript Printer" as the printer model from the "Model" list and press "Add Printer"



- j. Set the "Media Size" to A4 and then click "Options Installed"

The screenshot shows a web browser window titled "Set Printer Options - CUPS 1.6svn" at the URL "localhost:631/admin". The browser's address bar and search bar are visible. Below the browser window is a navigation menu with tabs for "Home", "Administration", "Classes", "Online Help", "Jobs", and "Printers". A search bar labeled "Search Help" is also present.

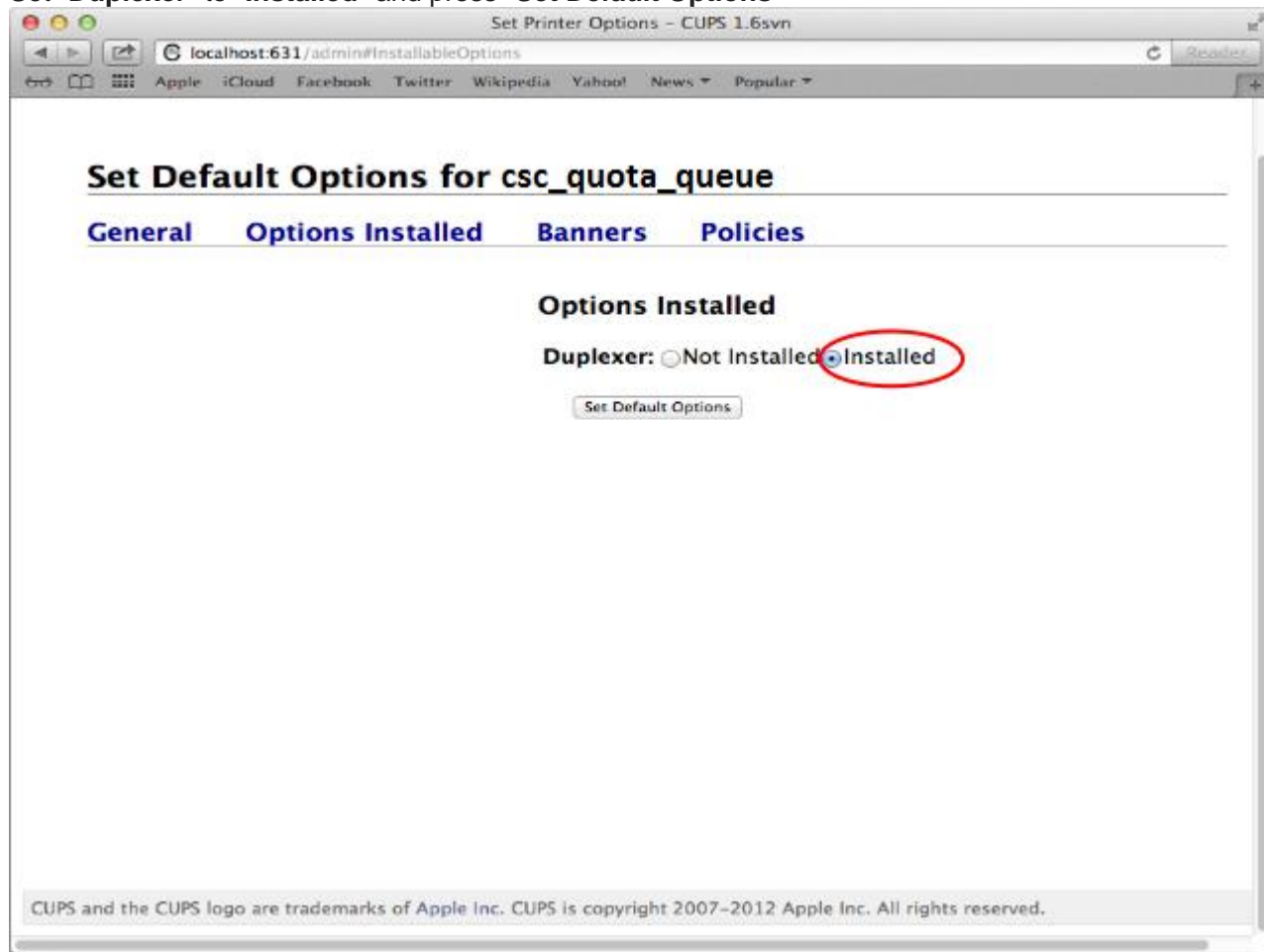
The main content area is titled "Set Default Options for csc_quota_queue". Below this title is a horizontal menu with four tabs: "General", "Options Installed", "Banners", and "Policies". The "Options Installed" tab is highlighted with a red oval.

Under the "Options Installed" tab, the "General" section is displayed. It contains four settings, each with a dropdown menu:

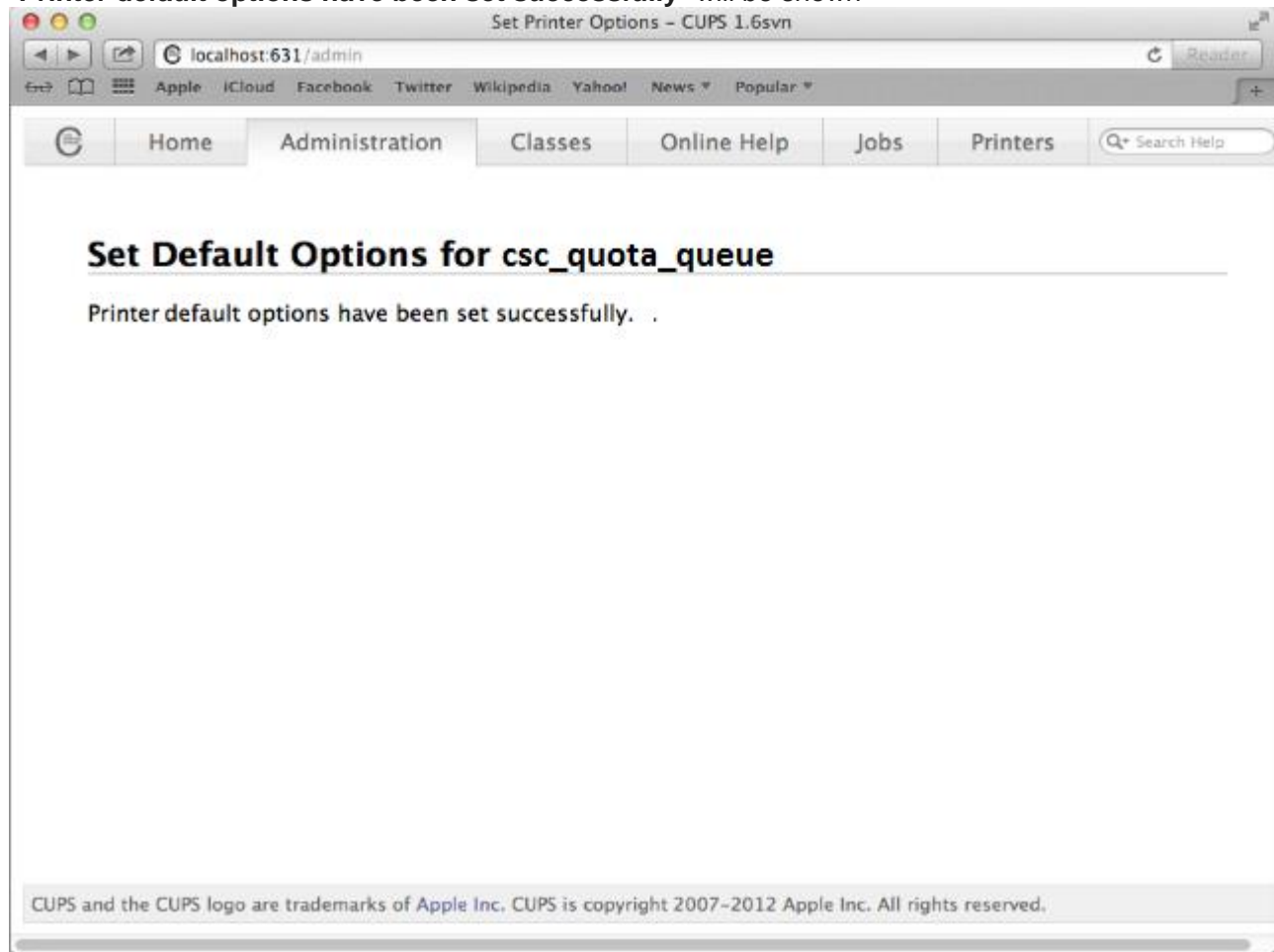
- Media Size:** A4 (highlighted with a red oval)
- Resolution:** 300dpi
- Media Source:** Printer Default
- 2-Sided Printing:** Off (1-Sided)

At the bottom of the "General" section is a button labeled "Set Default Options".

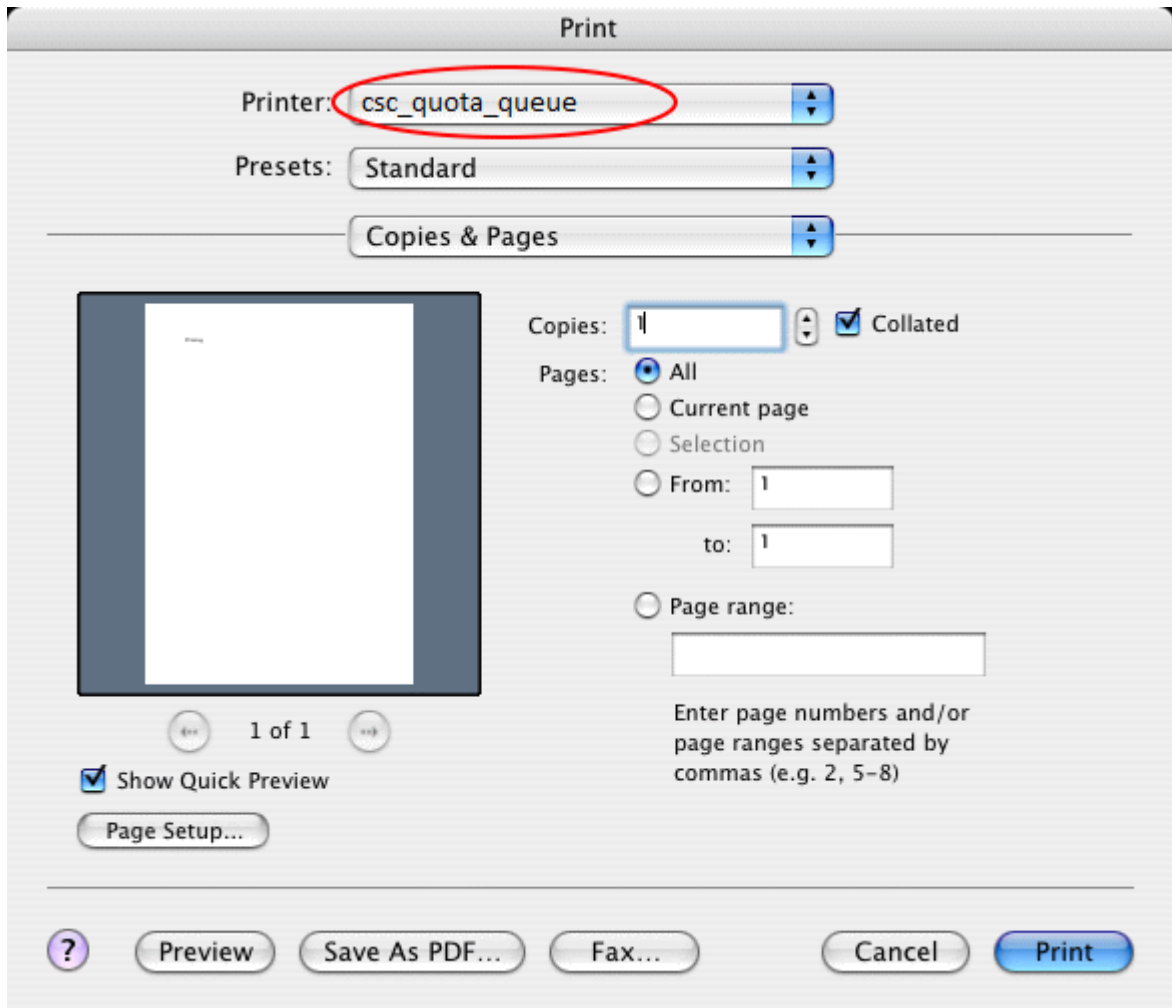
- k. Set "Duplexer" to "Installed" and press "Set Default Options"



- I. "Printer default options have been set successfully" will be shown



2. Print to the print queue in your application



3. Go to the Release Station, place your CityU ID Card on the smart card reader



CityU Print Release Station

Place your CityU ID card on the reader

Username

OK

4. Click "**Print**" on the job you want to release



CityU Print Release Station

Release All

Cancel All

Refresh

Your balance: 92

Time	Document	Pages	Action
11:12:44	Microsoft Word - Document1		Print Cancel

Done

5. Click "**Done**" to exit



CityU Print Release Station

Release All

Cancel All

Refresh

Your balance: 92

Time	Document	Pages	Action
11:12:44	Microsoft Word - Document1	1	Print Cancel

Done