BC372 - Douglasville - Printer Installation (Mac)

KWSV - BC372 - Printers Quick Guide		
Device	**IP Address**	**Driver**
KW_Douglasville	192.168.50.24	SAVIN MP C2503
Driver Bundle KW_Douglasville.pkg		

1. Please download the file from the table above. This is the driver for KW_Douglasville.

2. Once downloaded, find it in your Downloads folder on your Mac (Click on Finder, then Downloads).

3. Double click on the **KW_Douglasville.pkg** file and follow the prompts to install the printer driver.

4. Once installed click on **System Preferences**. Click on **Printers & Scanners**.

5. Click on the + sign in the bottom left corner of that window and then click on IP (3rd tab up top).

6. In the **Address** field type in 192.168.50.24, change/leave **Protocol** to **Line Printer Daemon - LPD** and leave **Queue** blank.

7. Once the printer is found change the **Name** field to **KW_Douglasville**, **Location** field is optional (could be something like **KW office**). Make sure under **Use** field the driver ends in **PS,** eg. **Savin MP C2503 PS**. This is crucial, if it says **AirPrint,** change it to the **PS** driver. Click on **Add**. On the next page click on **Next** and it should be installed.

8. Once installed launch any program (TextEdit would do but do **NOT** use **Chrome** or **Adobe Reader**) and select **File**, **Print**. This will invoke the print dialog.

9. See attached photo and make the following changes following the instructions **BELOW** the picture.
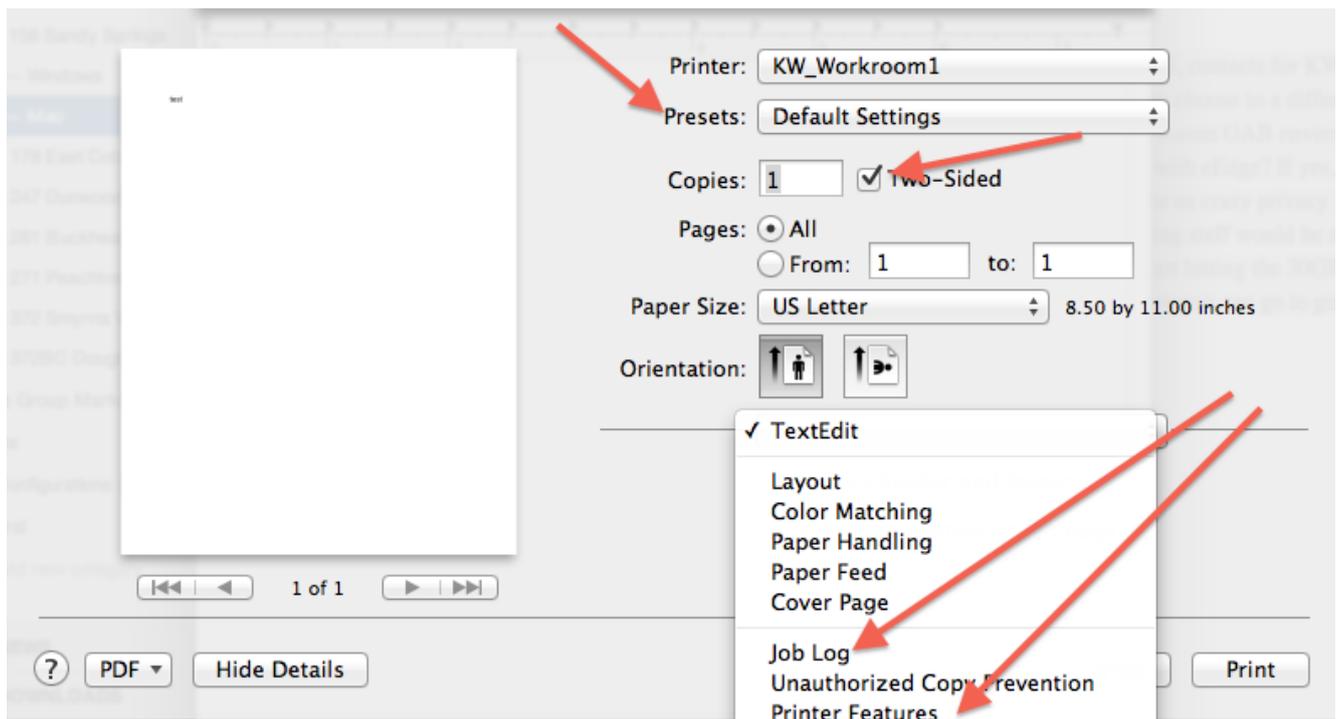
9.1. Click on **Printer** and select **KW_Douglasville**, remove the checkmark for **Two-sided** printing. (well, if you prefer two-sided, by all means keep it).

9.2. Click on the **"TextEdit"** menu (in this example TextEdit, could be Firefox, Safari, Word, etc) below **Orientation** and select **Job Log**, put a checkmark next to **Enable User Code** and then enter your office **Print code**. Ask your Agent Services Coordinator what your code is if you do not know it.

9.3. Click on **Job Log** below **Orientation** and select **Printer Features**. Now click on **Presets** at the top and choose **Save Current Settings as a Preset**. Name the **Preset - Color**. Now change the **Color Mode** at the bottom (2nd from bottom) to **Black and White**. Click on **Presets** again and select the same **Save Current Settings as a Preset**. This time name the **Preset - BW**.

Going forward make sure to **Always** select **BW** or **Color** preset to print, otherwise it will not print. The presets have the color selection and, most importantly, your print code.

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