Roundabout Wireless Printing Instructions

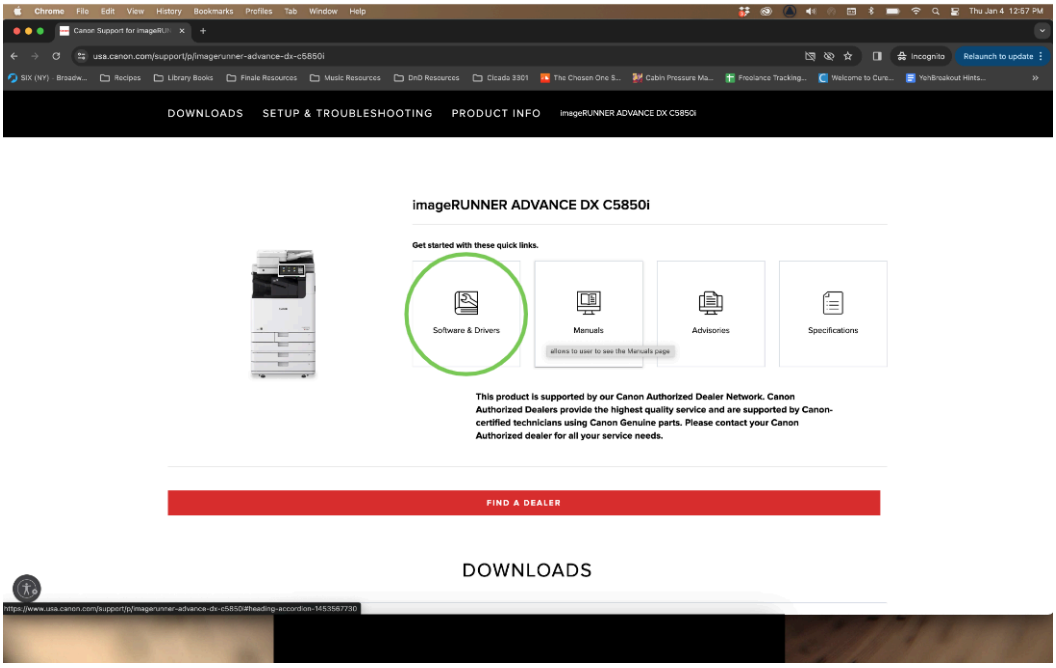
Wireless printing is accepted at the following printers:

- 39th Street Copier
- Education Copier
- Steinberg Center Copier
- Todd Haimes Copiers
- Sondheim Theatre Copier
- Studio 54 Copier

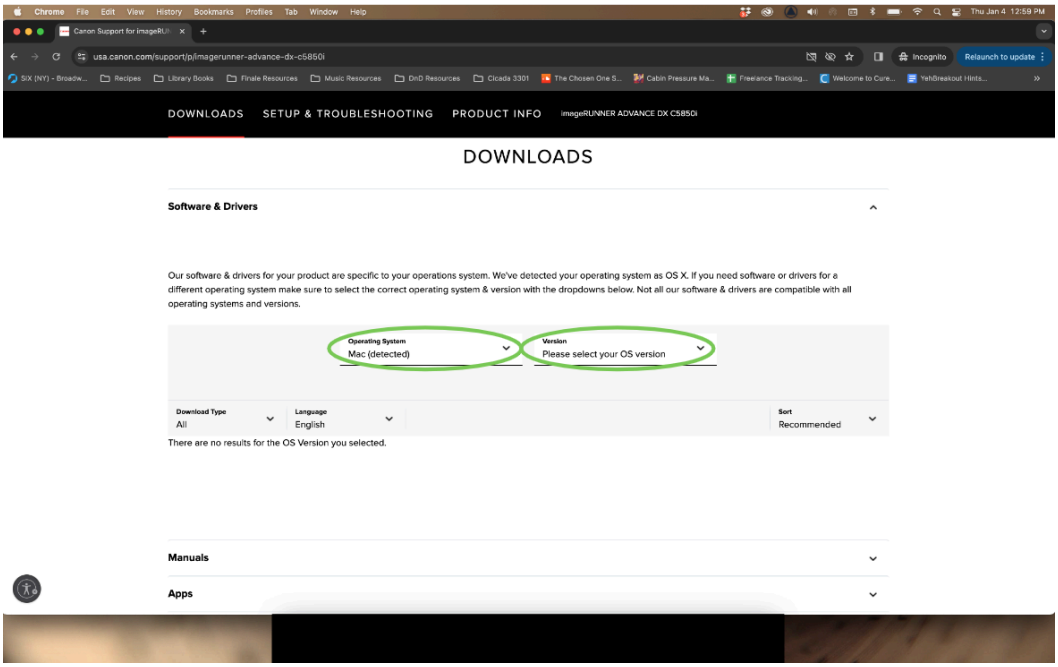
Mac Wireless Printing Instructions.....page 1
Windows Wireless Printing Instructions.....page 8

Mac Wireless Printing Instructions

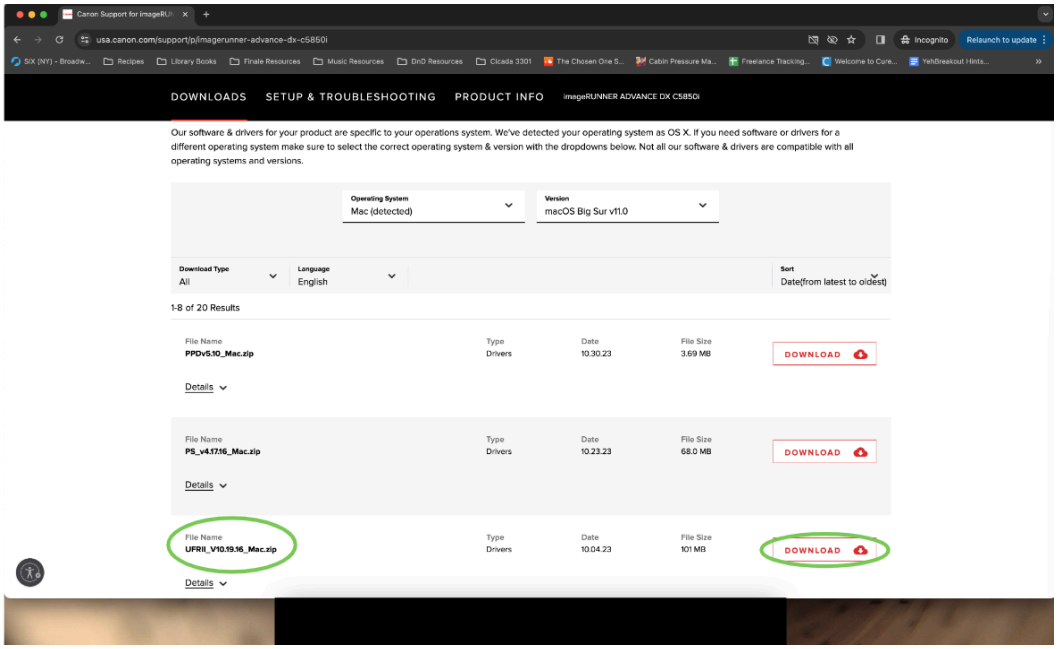
1. Make sure you are connected to the Roundabout Wi-Fi.
2. Install the Canon print driver.
    a. Click on **Software & Drivers.**



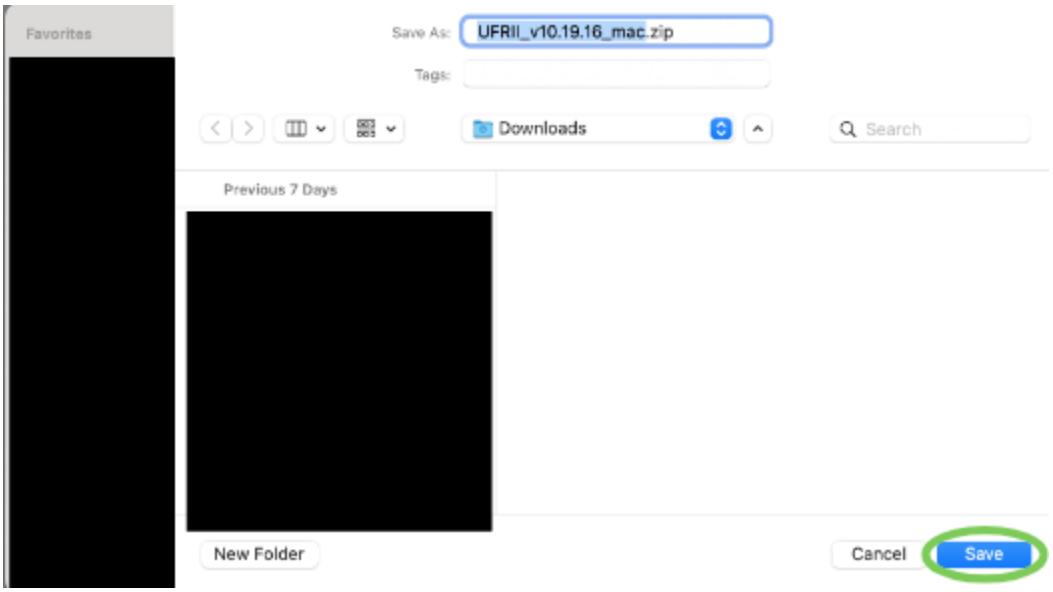
    b. Select your **Operating System** (Mac) and **Version** (can be found under “Apple Menu/About This Mac”).



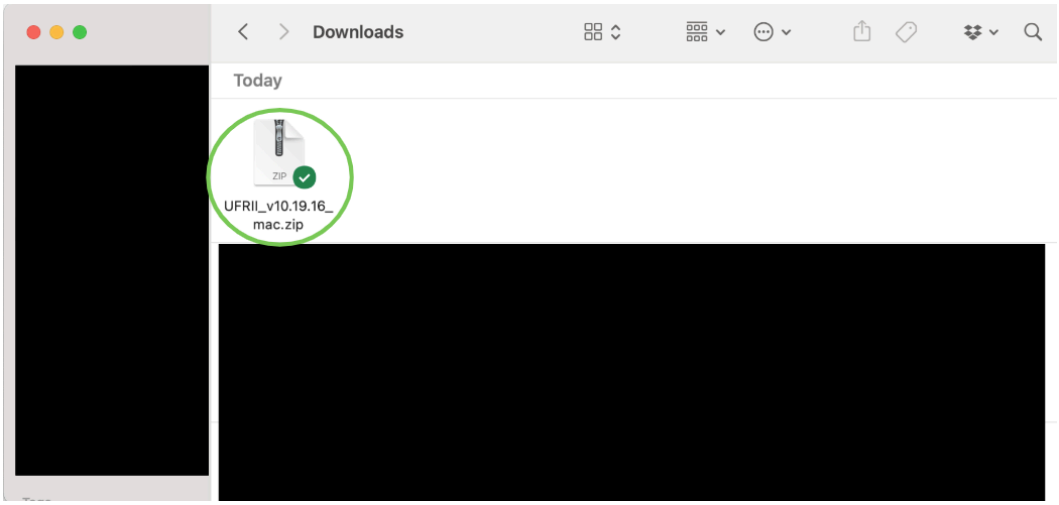
c. Find the **UFRII Mac Driver** and click **Download**.



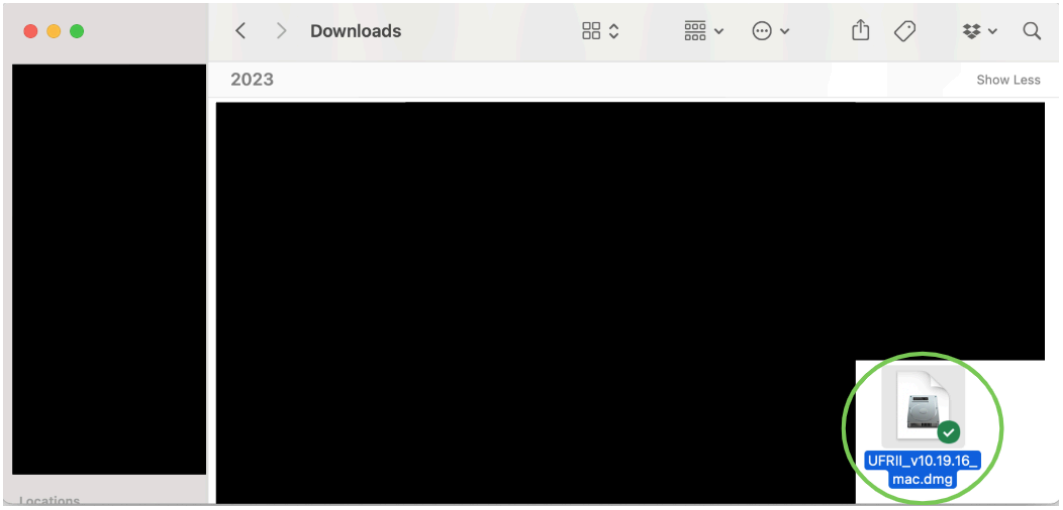
d. **Save** the .zip file to your Downloads folder.



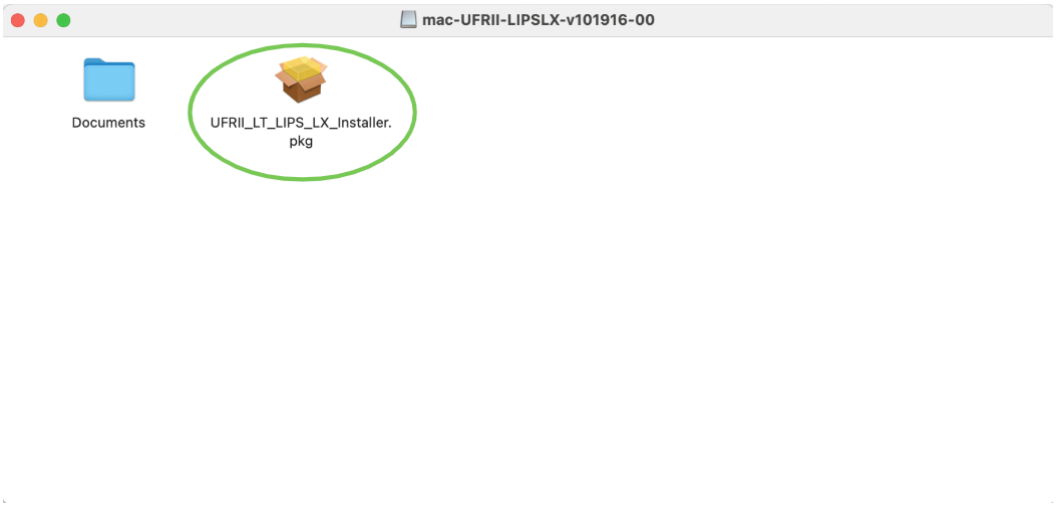
e. **Double-click** on the downloaded .zip file to unzip it.



f. Find the unzipped **.dmg file** and **double-click** it (it may be a ways back).

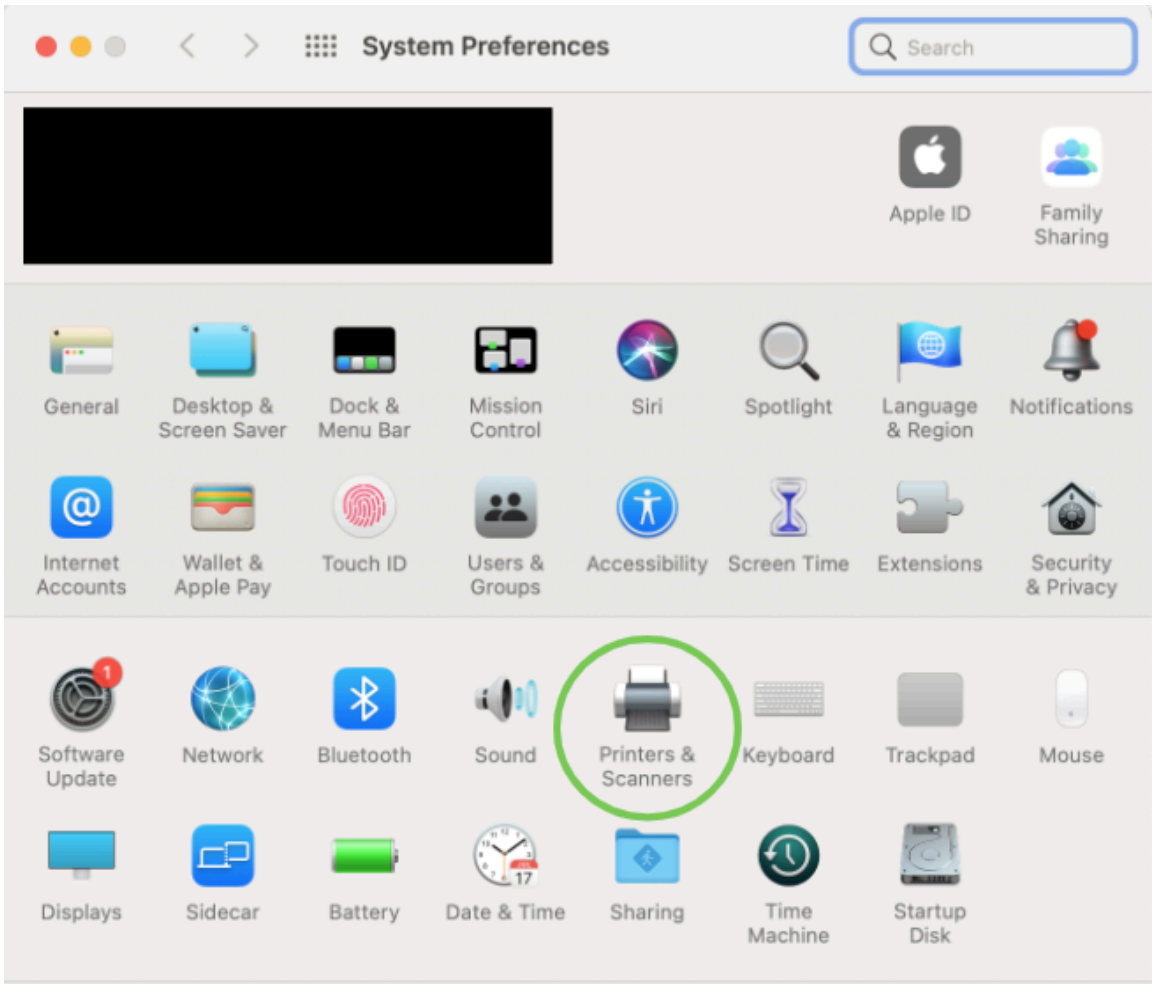


g. **Double-click** on the .pkg file.



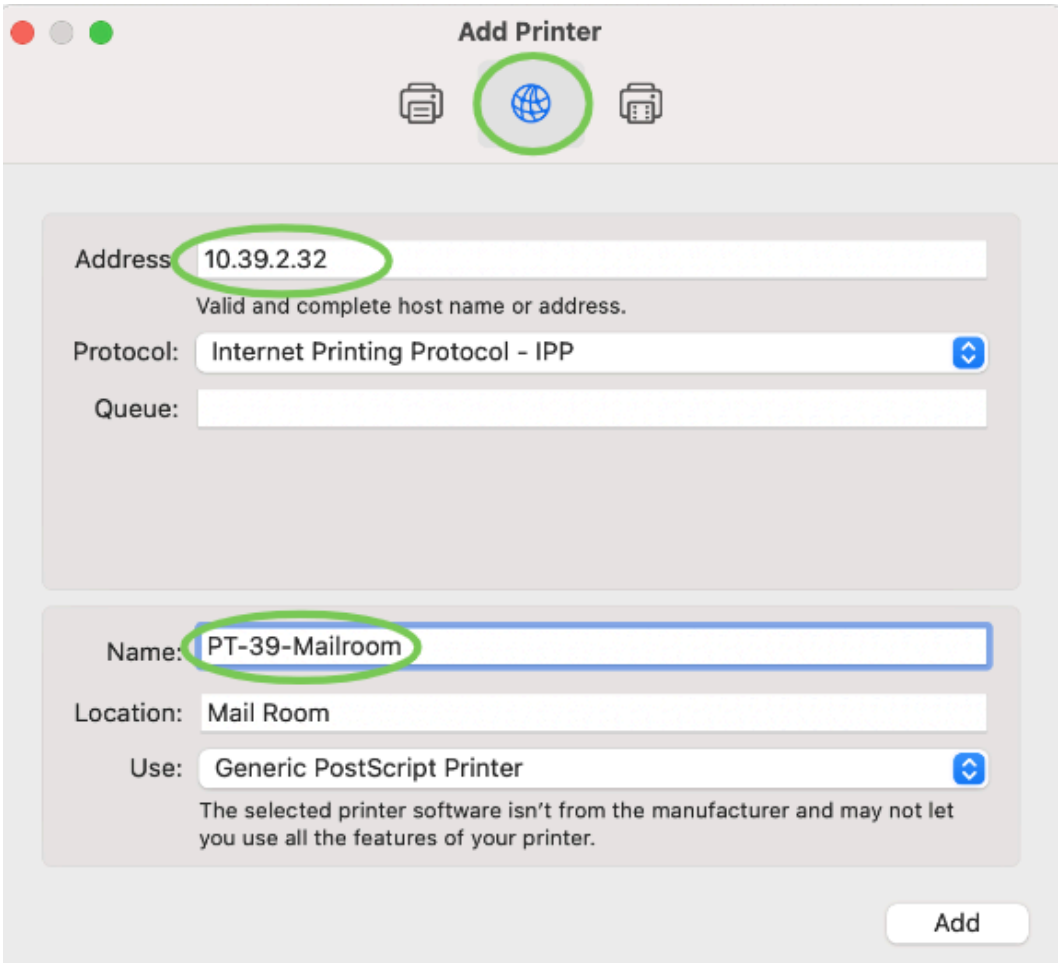
h. Follow the instructions onscreen to install the driver.

3. Go to **System Preferences** and click on **Printers and Scanners**.

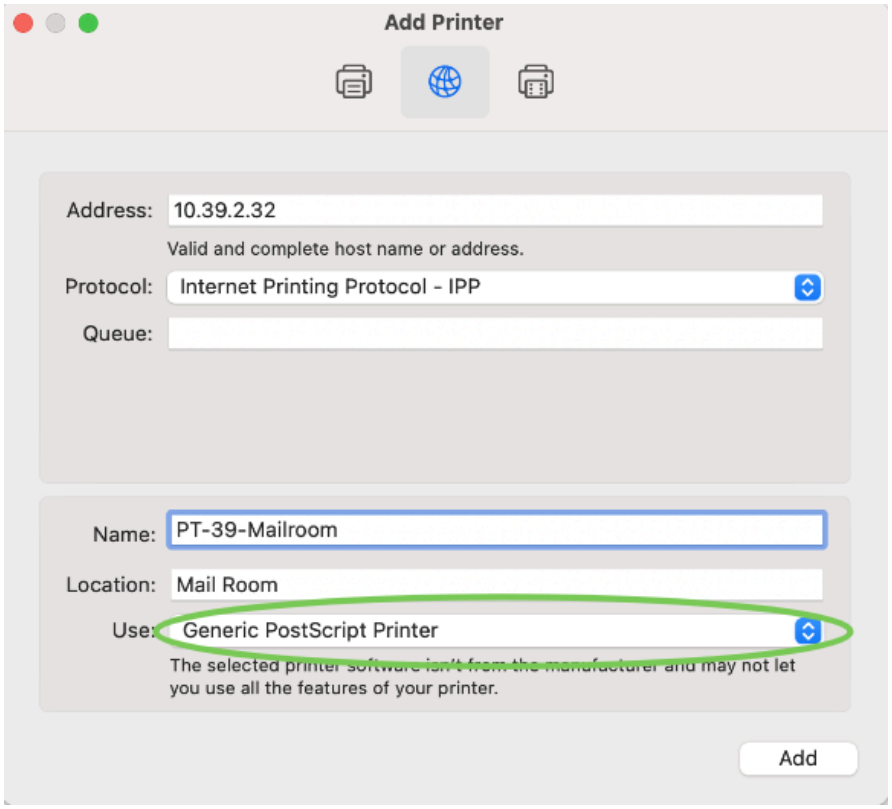


4. Click on the **Network symbol**. Then add the **IP Address** (listed below) and **name the printer**.

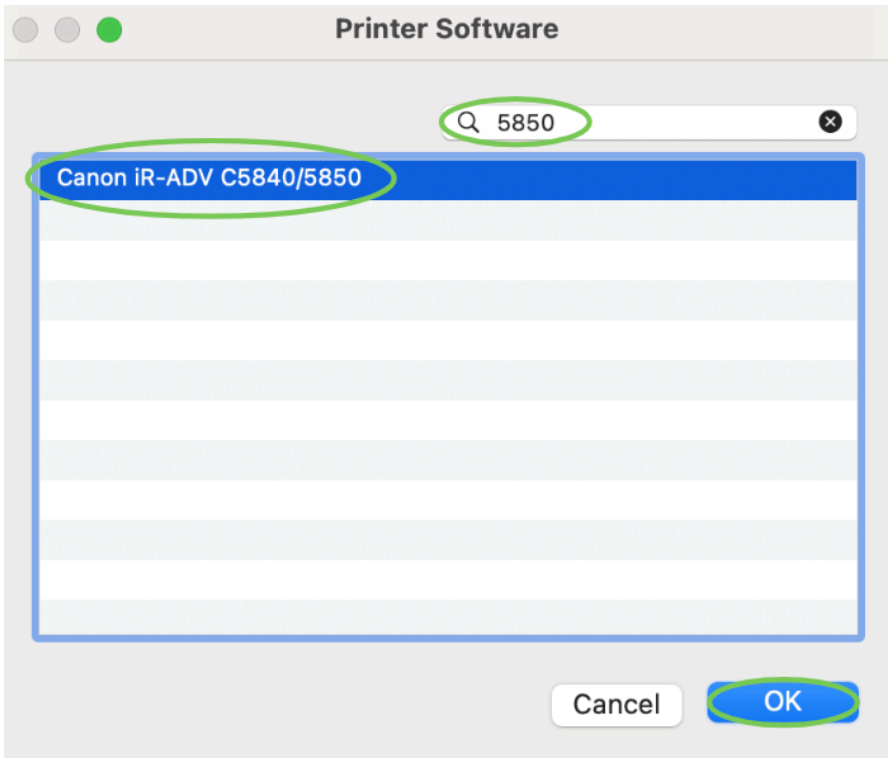
39th Street: 10.39.2.32
Education Copier: 10.46.2.2
Steinberg Copier: 10.46.2.5
Todd Haimes Theatre Copier: 10.42.2.4
Mustang Hub Copier:10.42.2.3
Sondheim Theatre Copier: 10.43.2.9
Studio 54 Copier: 10.54.2.4



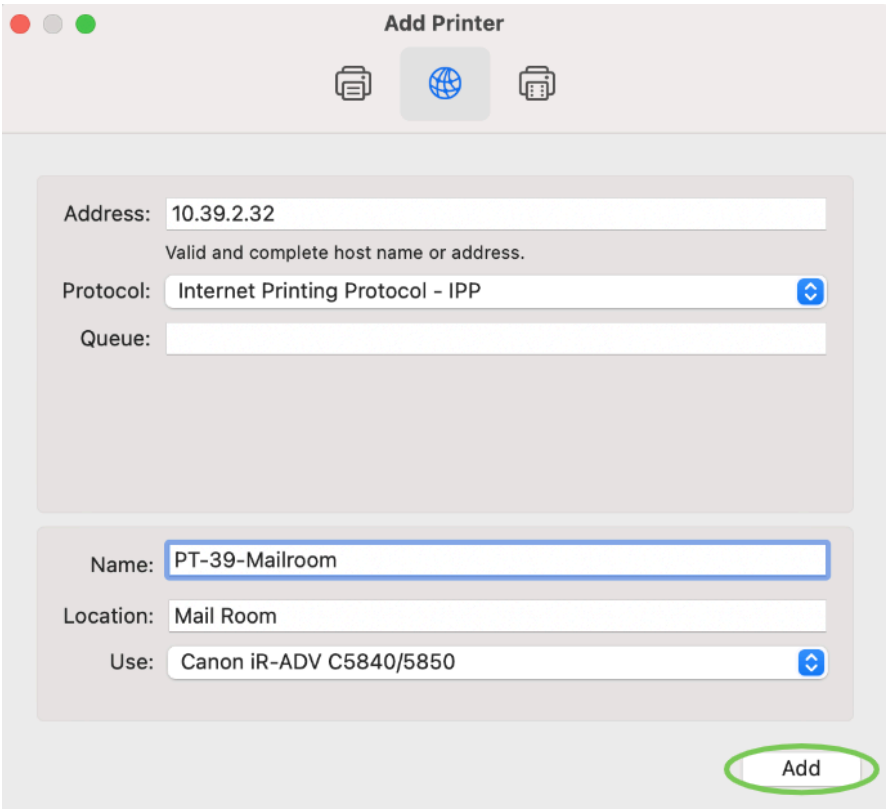
5. Click on the **Use dropdown**.



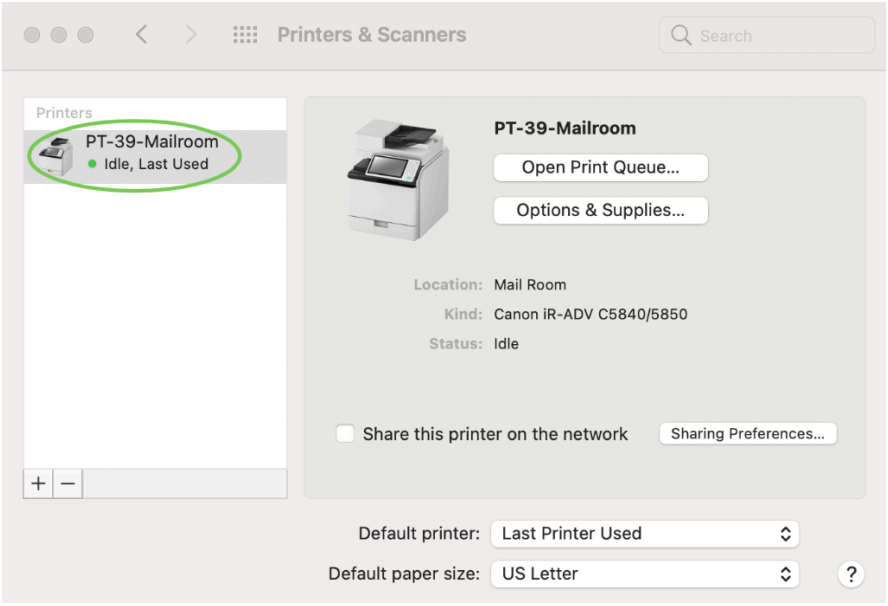
6. Search for the **"Canon iR-ADV C5840/5850" driver**. Select it, then click **OK**.



7. Click **Add**.



8. The printer should appear in your printers list. From here, you can print as normal.

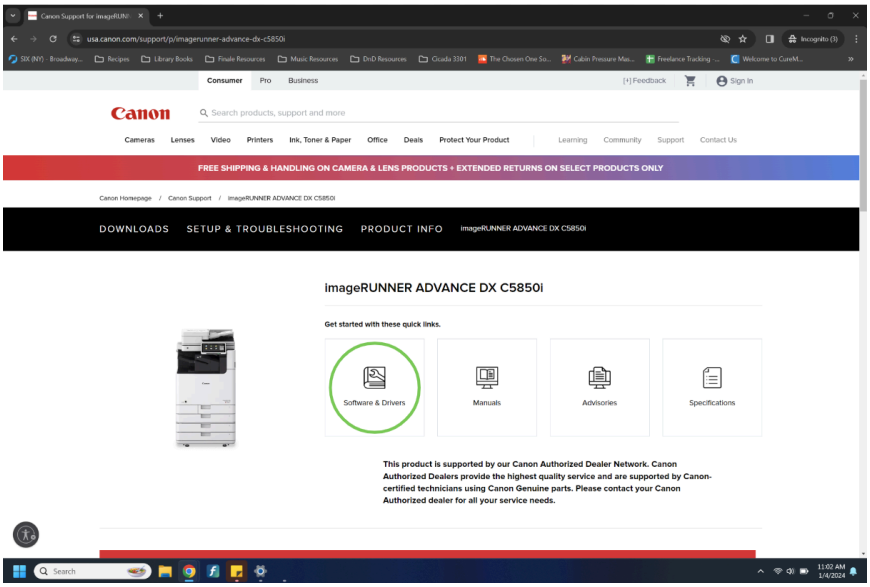


Windows Wireless Printing Instructions

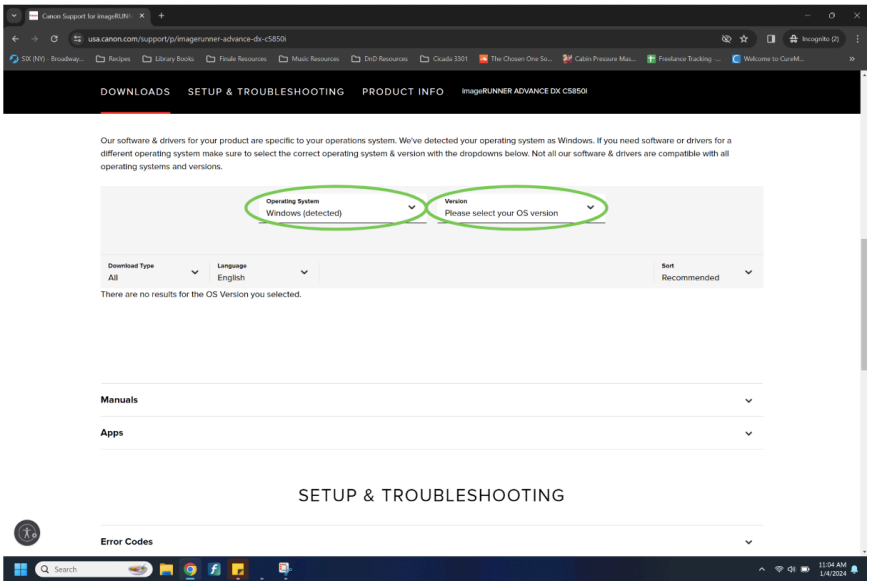
This installation will require a restart.

This process is rather long. Feel free to call IT at (212) 719-9393 x4357 or email support@roundabouttheatre.org for assistance.

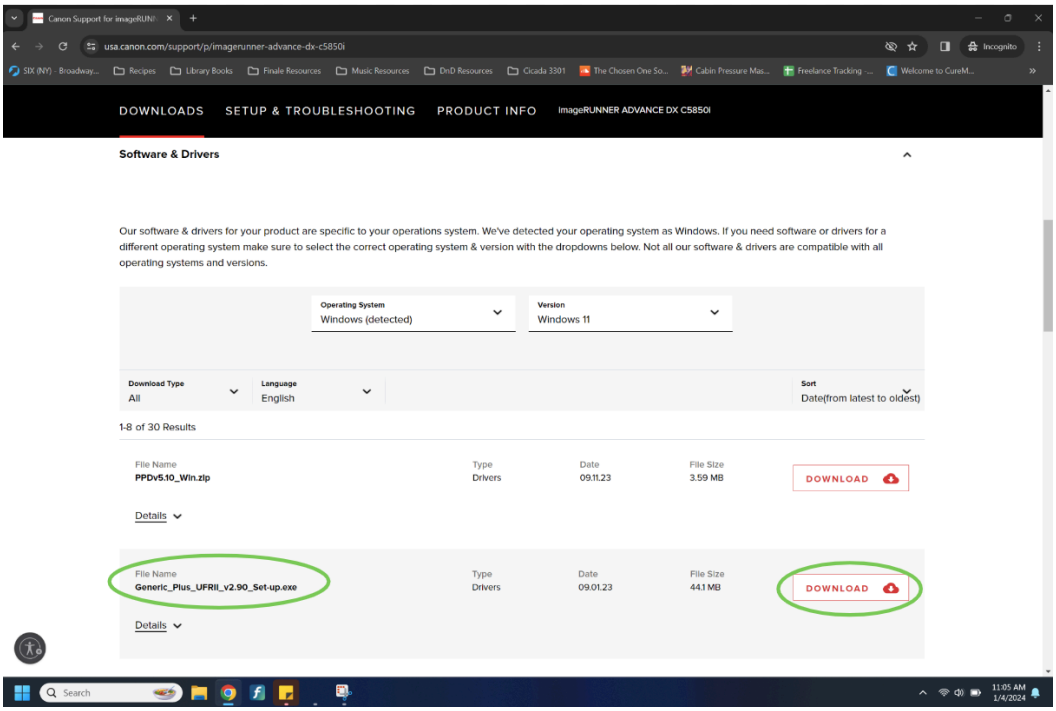
1. Make sure you are connected to the Roundabout Wi-Fi.
2. Go to the Cannon website to install the print driver
    a. Click on **Software & Drivers**.



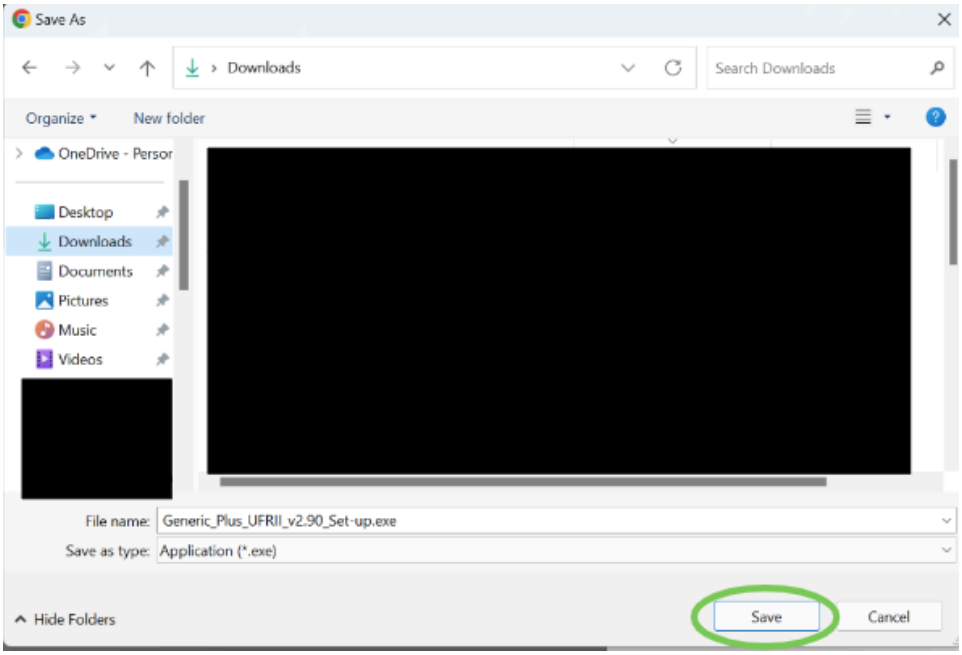
    b. Select your **Operating System** (Windows) and **Version** (can be found by searching “About Your PC”)



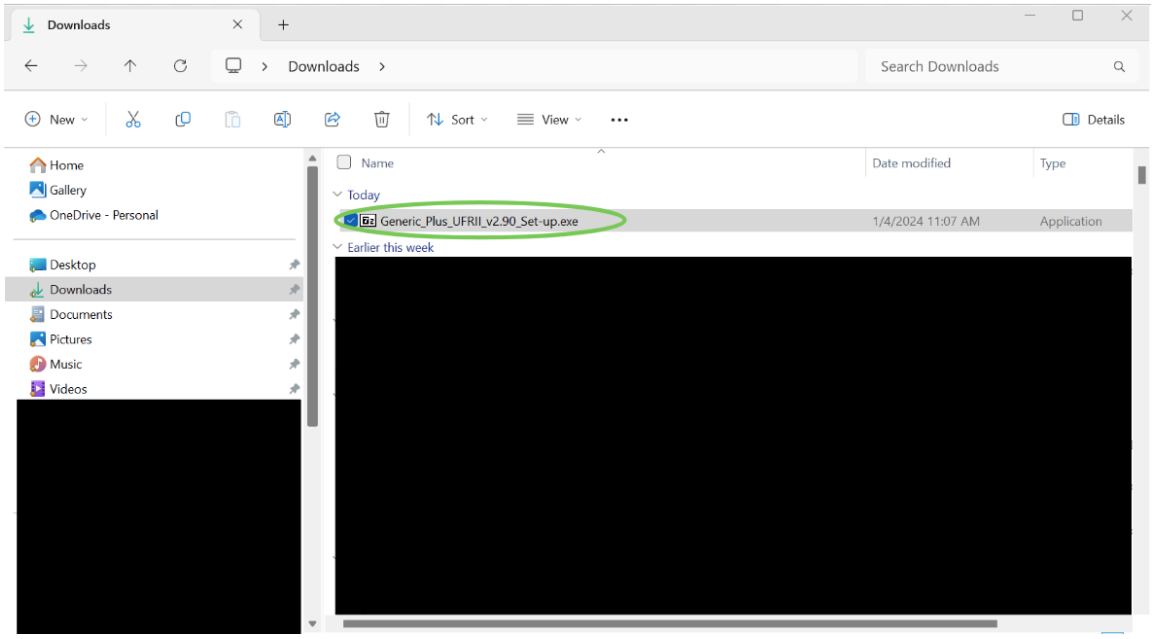
c. Find the **Generic_Plus_UFRII driver** and click **Download**.



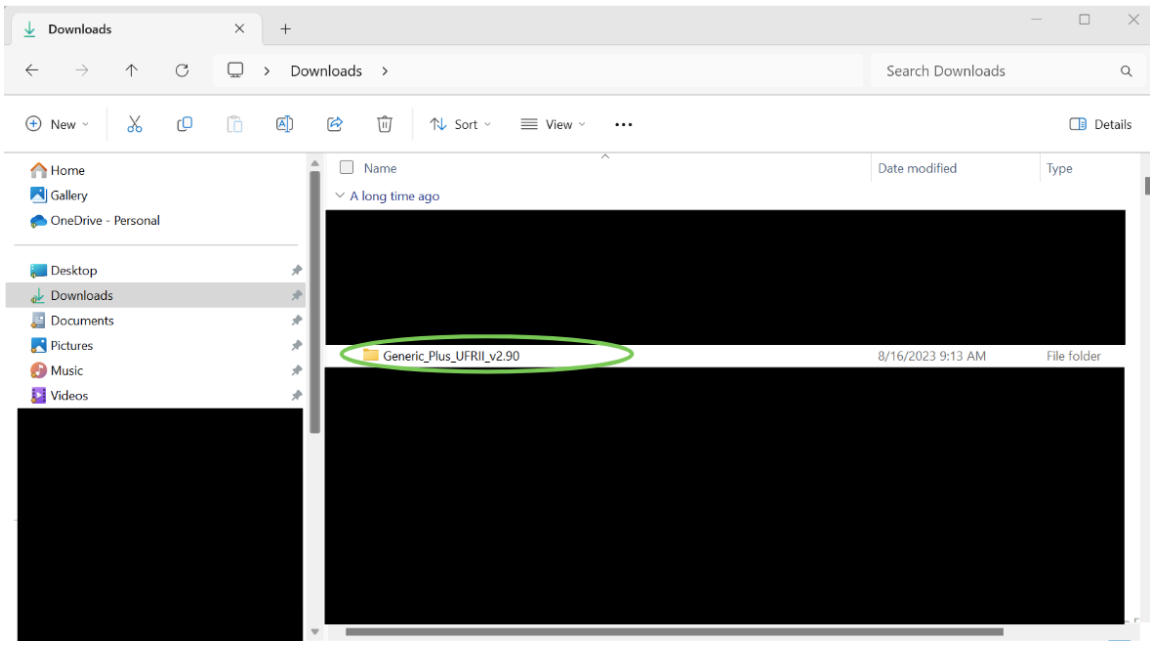
i. **Save** the .exe file to your Downloads folder.



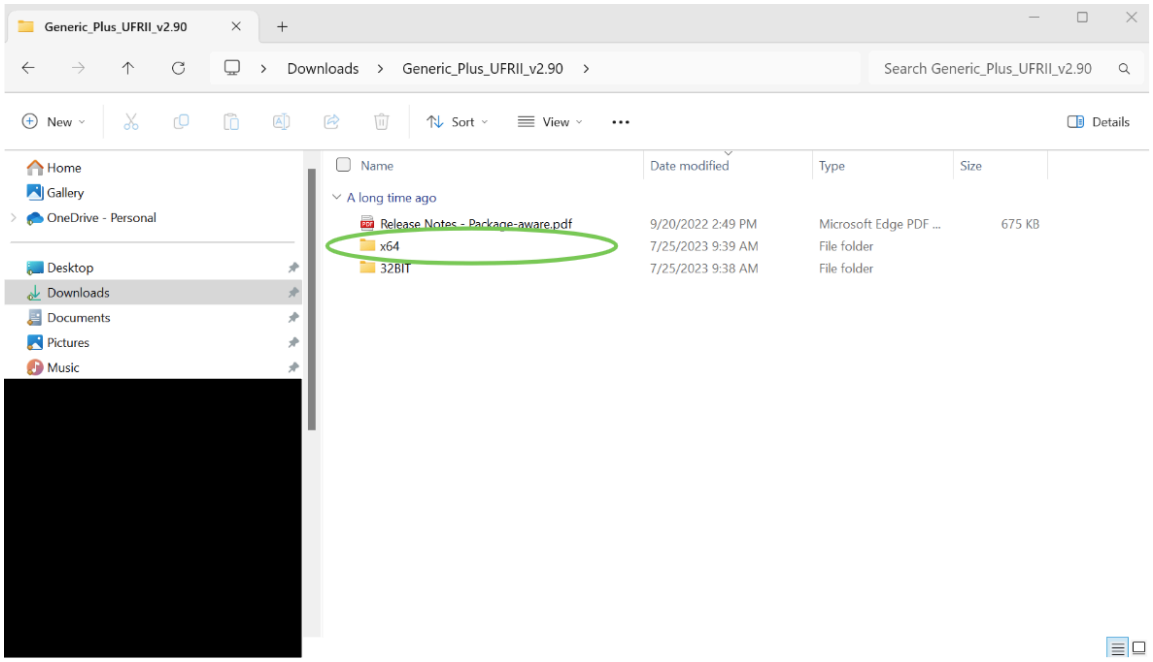
3. **Double-click** on the downloaded .exe file.



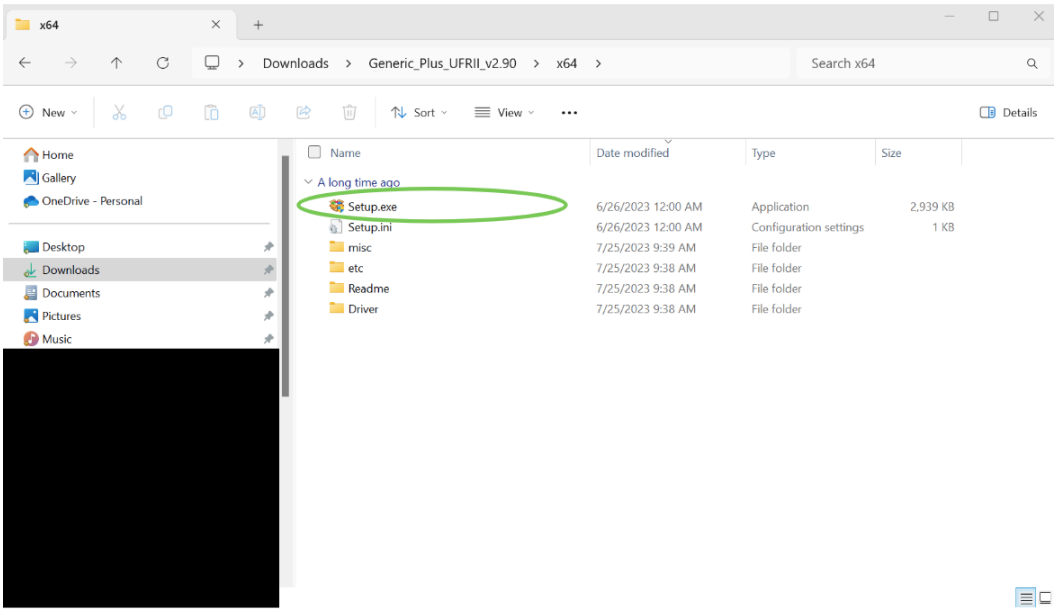
4. Find the unzipped **Generic_Plus_UFRII folder** and **double-click** to open it (it may be under “A long time ago” in your Downloads folder).



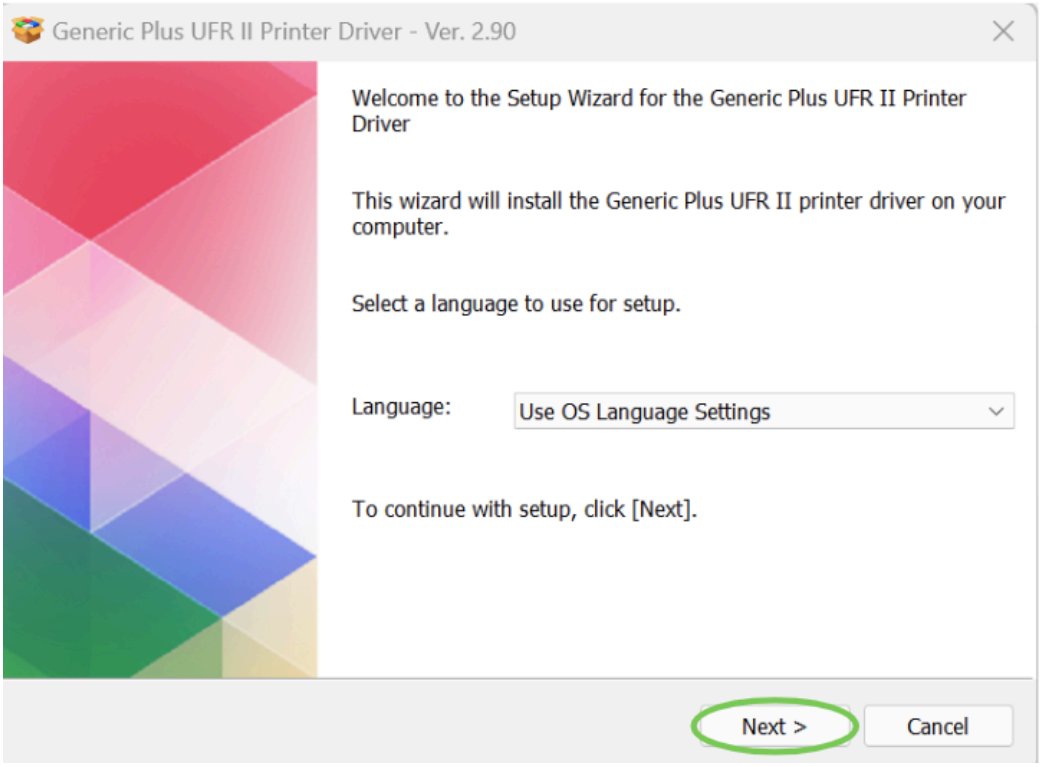
5. Double click on **x64** or **32BIT** as appropriate (if you do not know, it is likely x64).



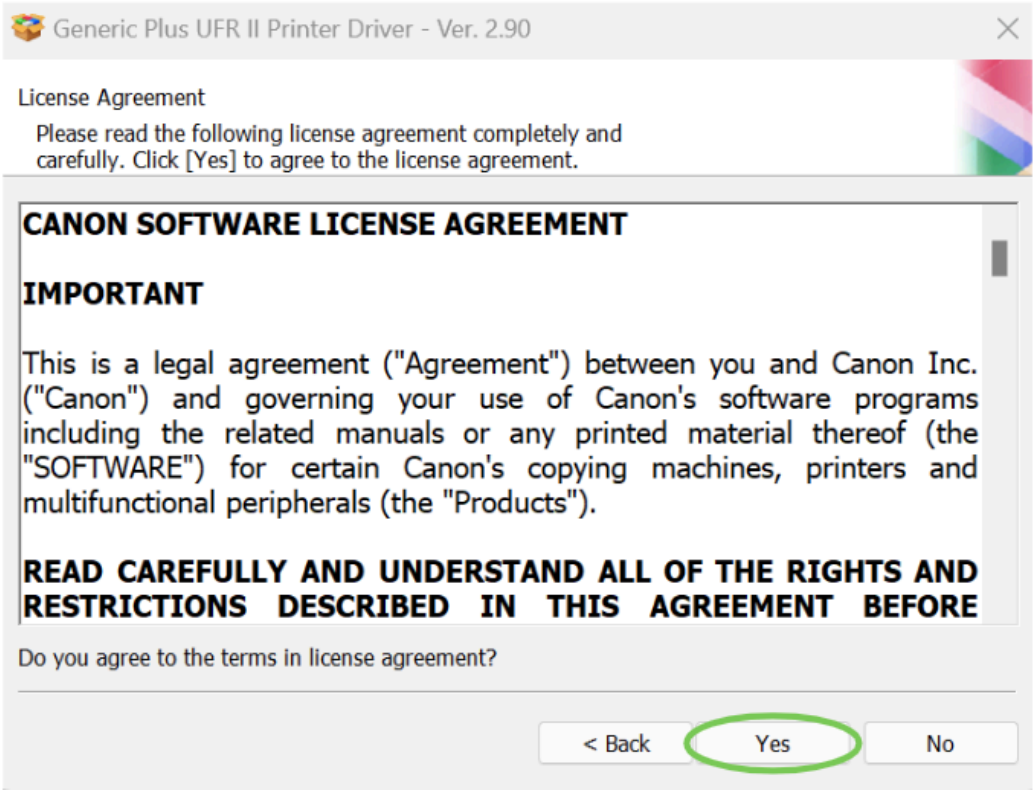
6. Run the Setup Wizard.
    a. **Double click** on the **Setup.exe** file to run the setup wizard.



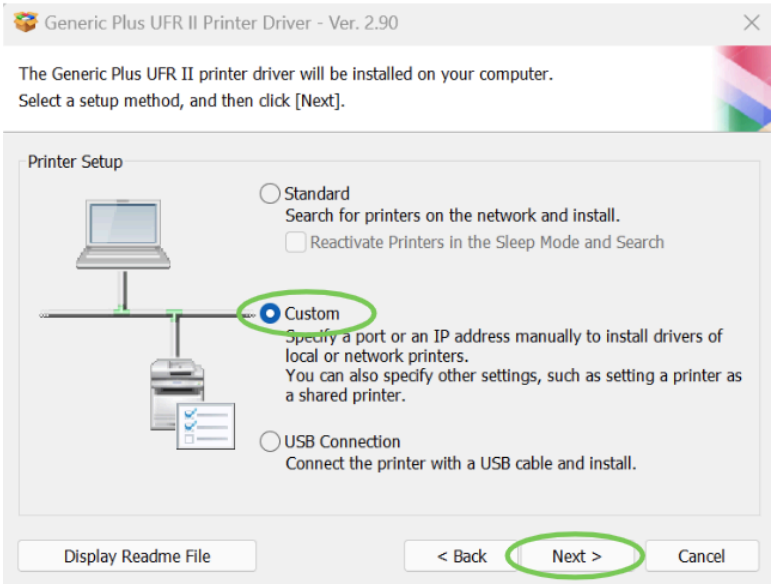
b. Select your language, then click **Next**.



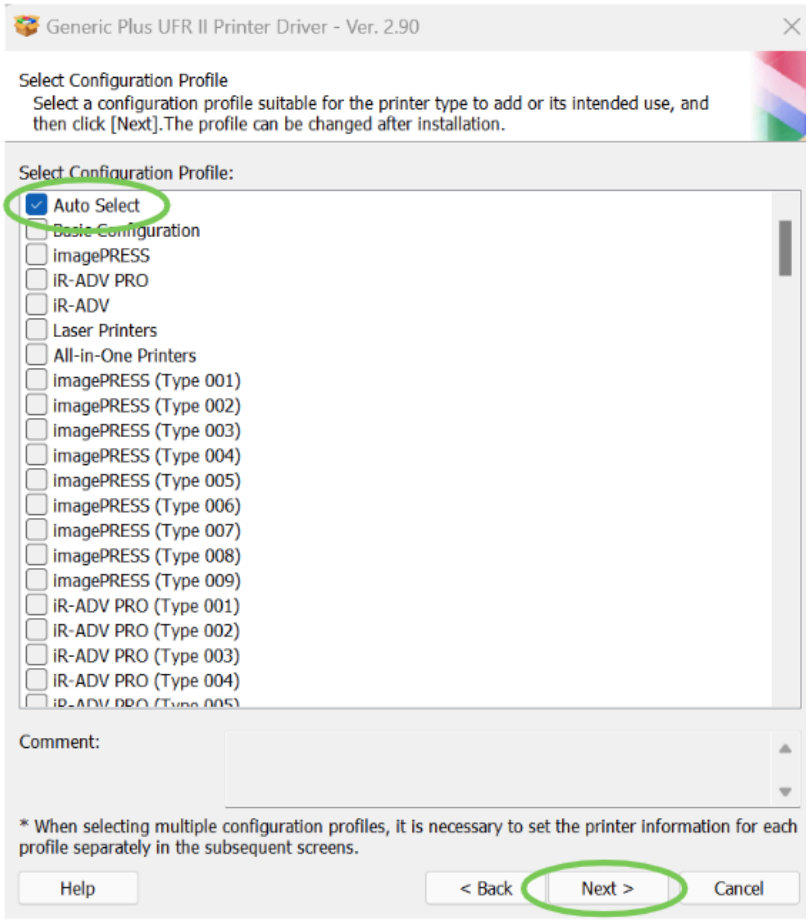
c. Read the agreement, then click **Yes**.



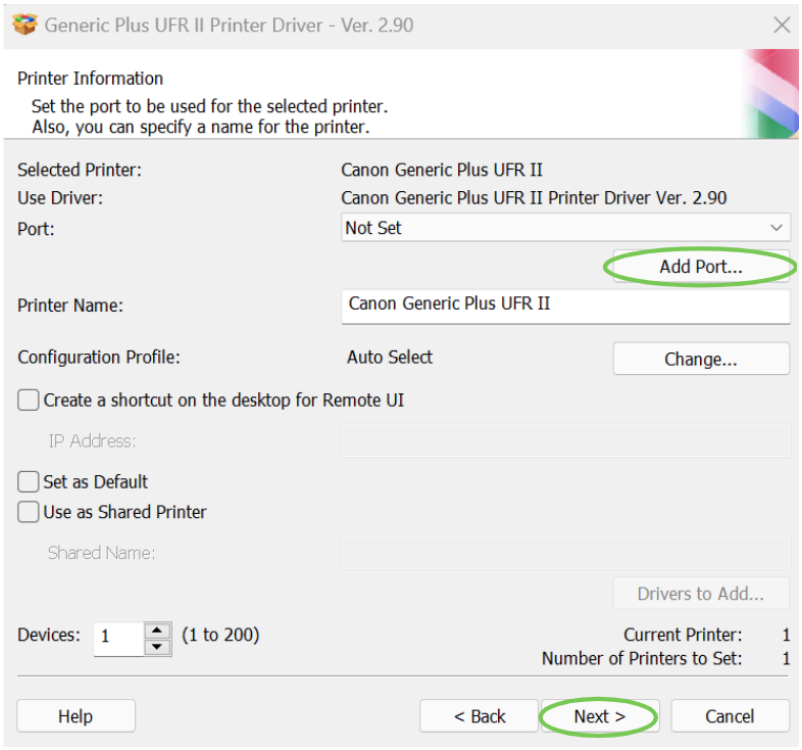
d. Select the **Custom Printer Setup** option, then click **Next**.



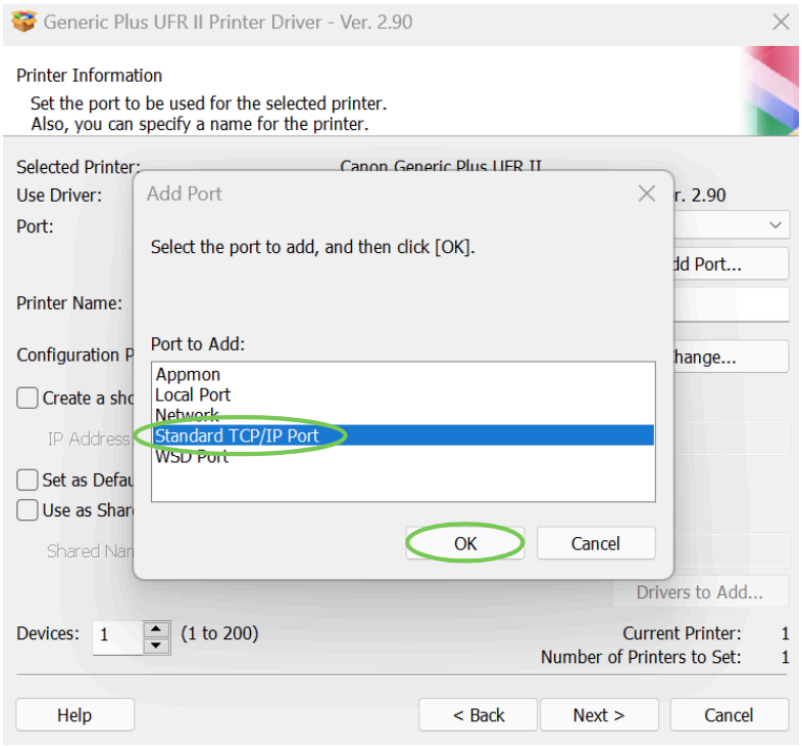
e. Make sure that **Auto Select** is checked, then click **Next**.



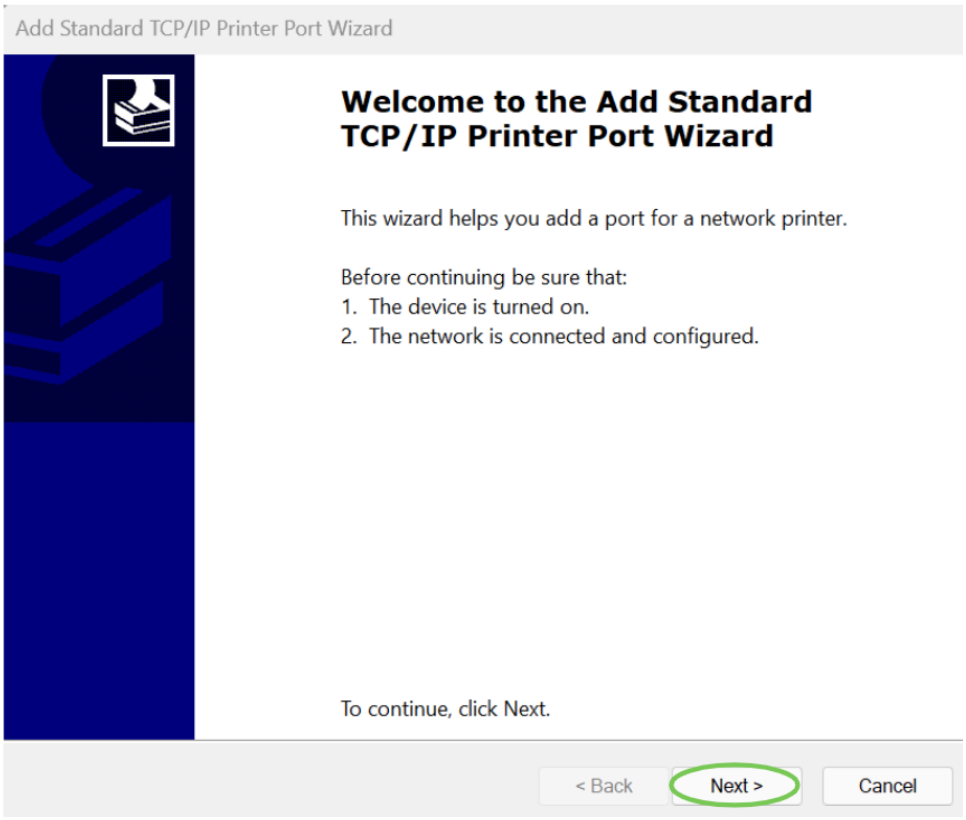
f. Click on the **Add Port...** button, then click **Next**.



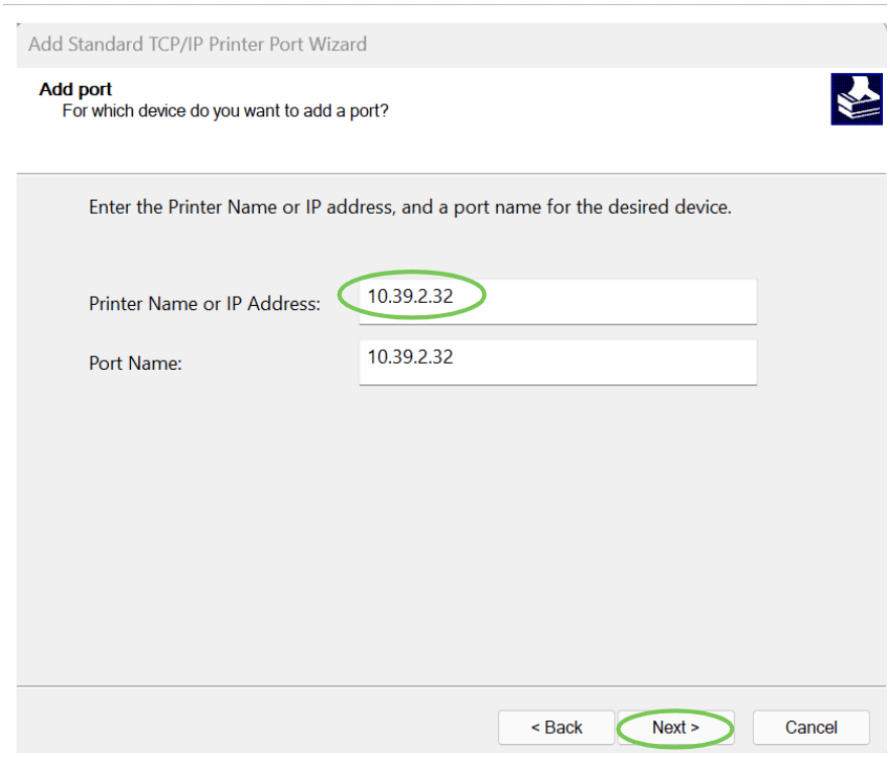
g. Select **Standard TCP/IP Port**, then click **OK**.



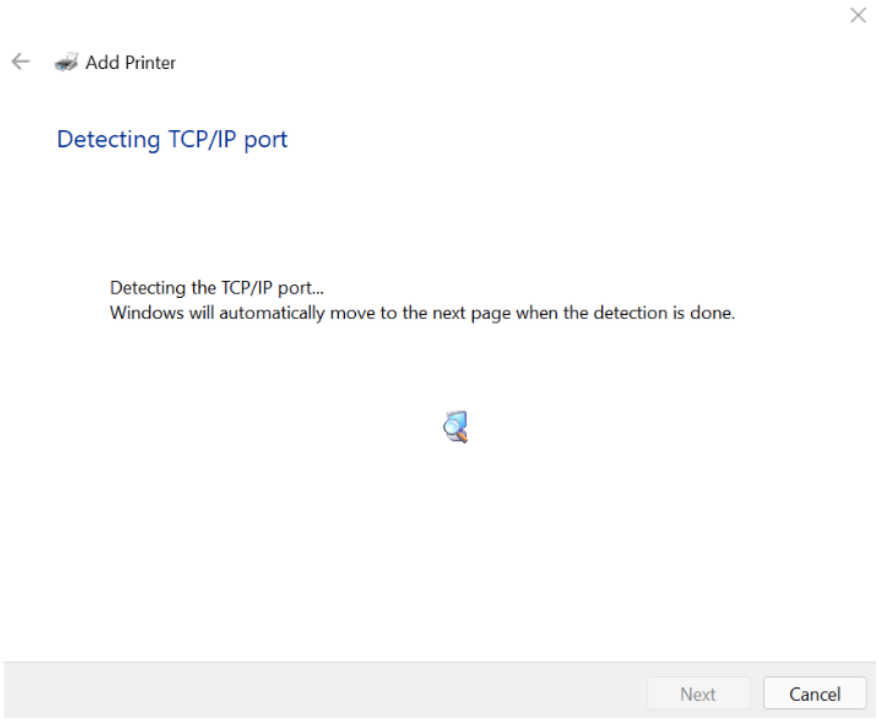
7. Run the Standard TCP/IP Printer Port Wizard.
    a. Click **Next**.



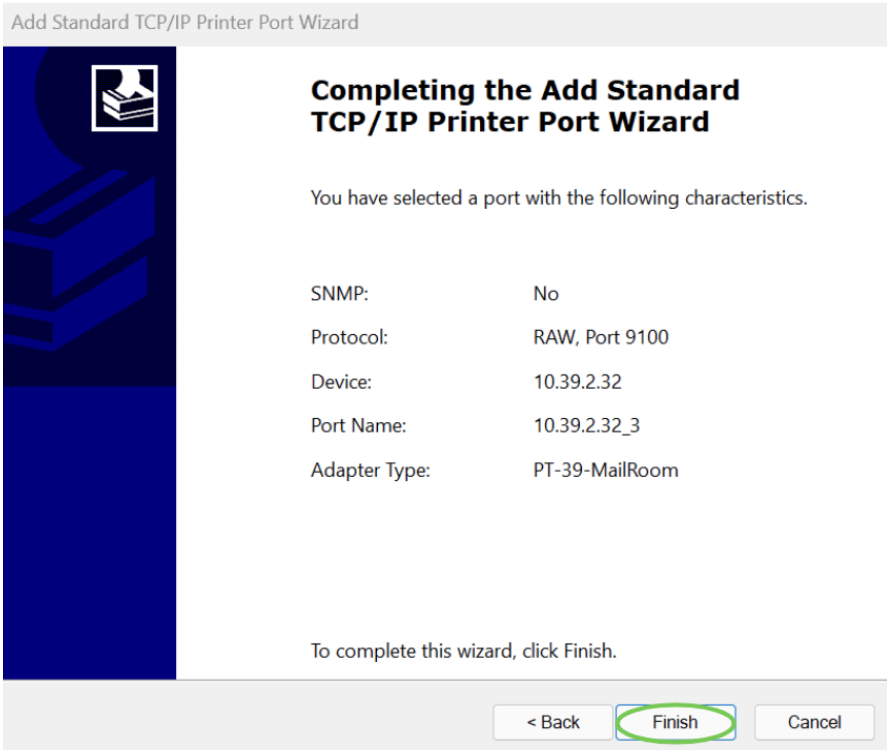
b. Enter the **IP address** of your printer (listed below), then click **Next**.
39th Street Copier: 10.39.2.32
Education Copier: 10.46.2.2
Steinberg Copier: 10.46.2.5
American Airlines/Todd Haimes Theatre Copier: 10.42.2.4
Sondheim Theatre Copier: 10.43.2.9
Studio 54 Copier: 10.54.2.4
Rehearsal Hall, 10th floor: 10.45.2.10
Rehearsal Hall, 11th floor: 10.45.2.11
Rehearsal Hall, 12th floor: 10.45.2.12



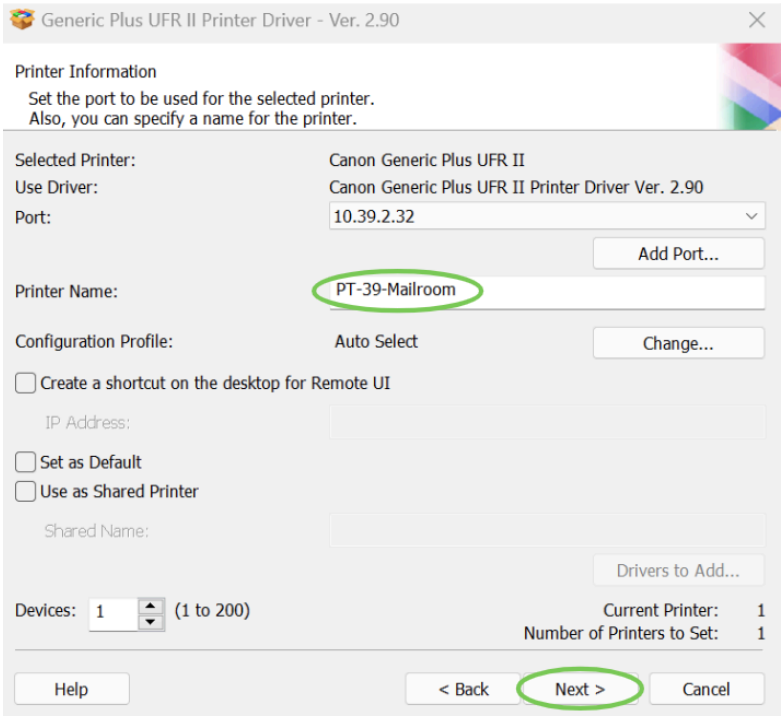
c. Let the wizard detect the port.



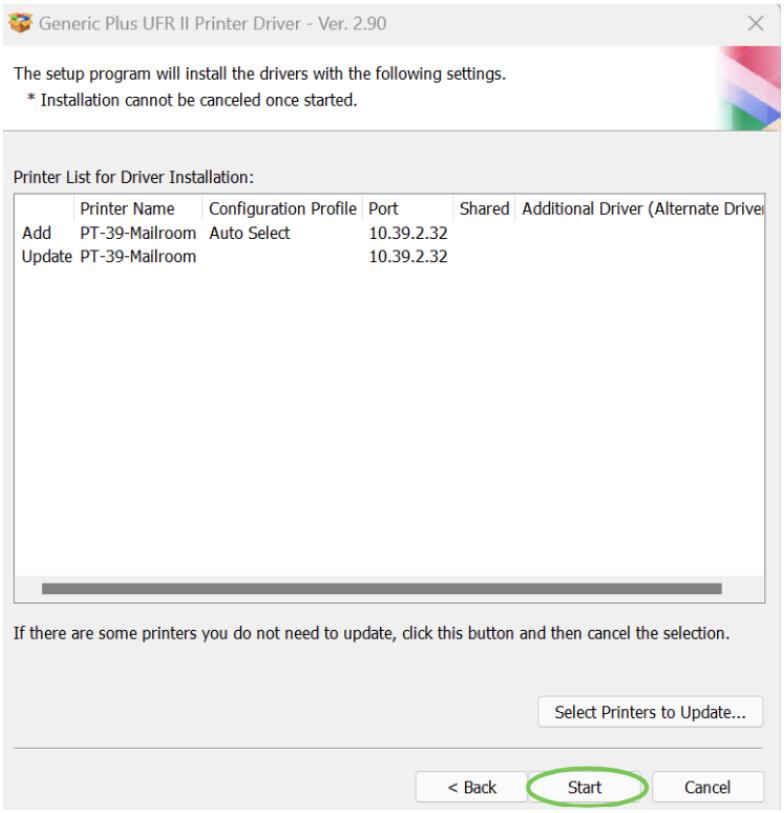
d. Click **Finish.**



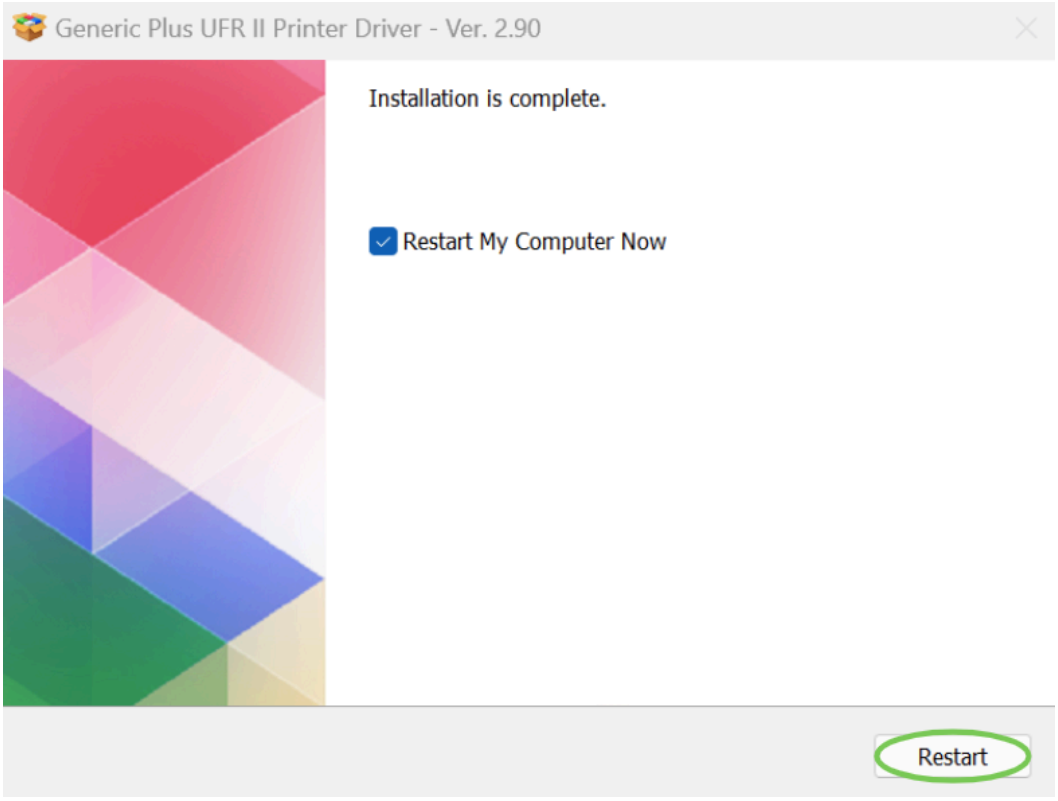
8. Go back to the Driver Setup Wizard.
    a. **Name your printer**, then click **Next**.



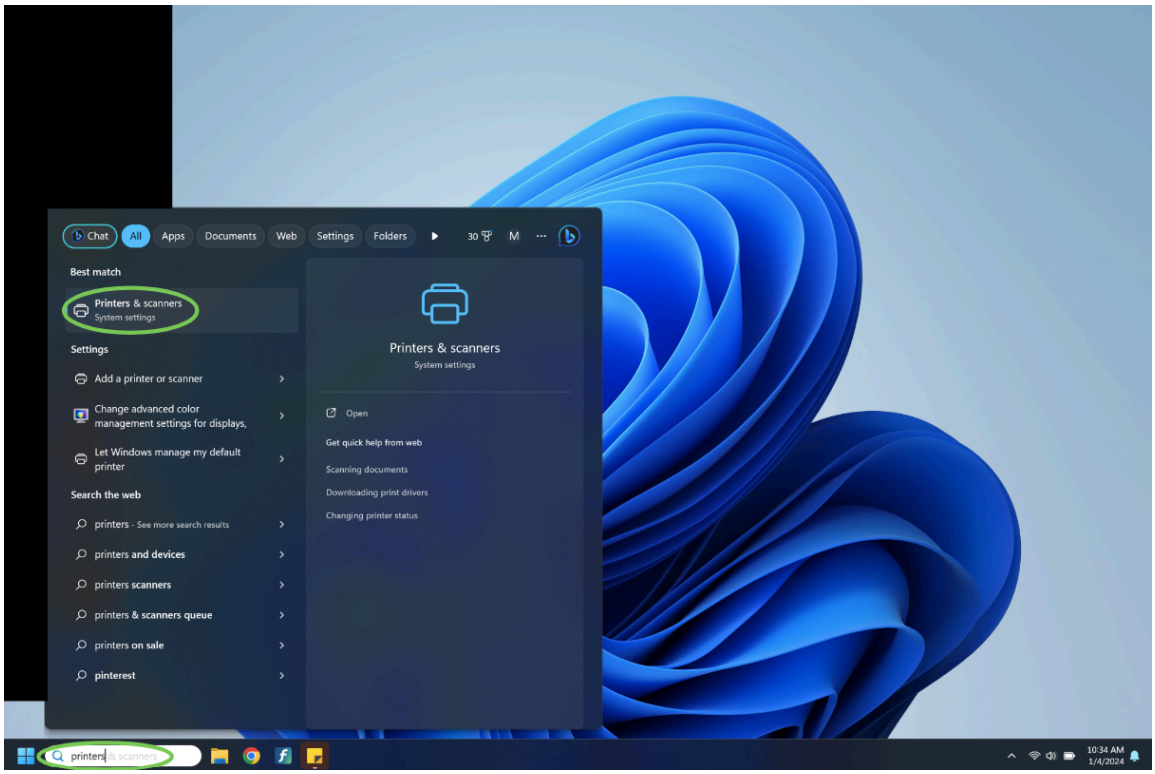
    b. Click **Start**.



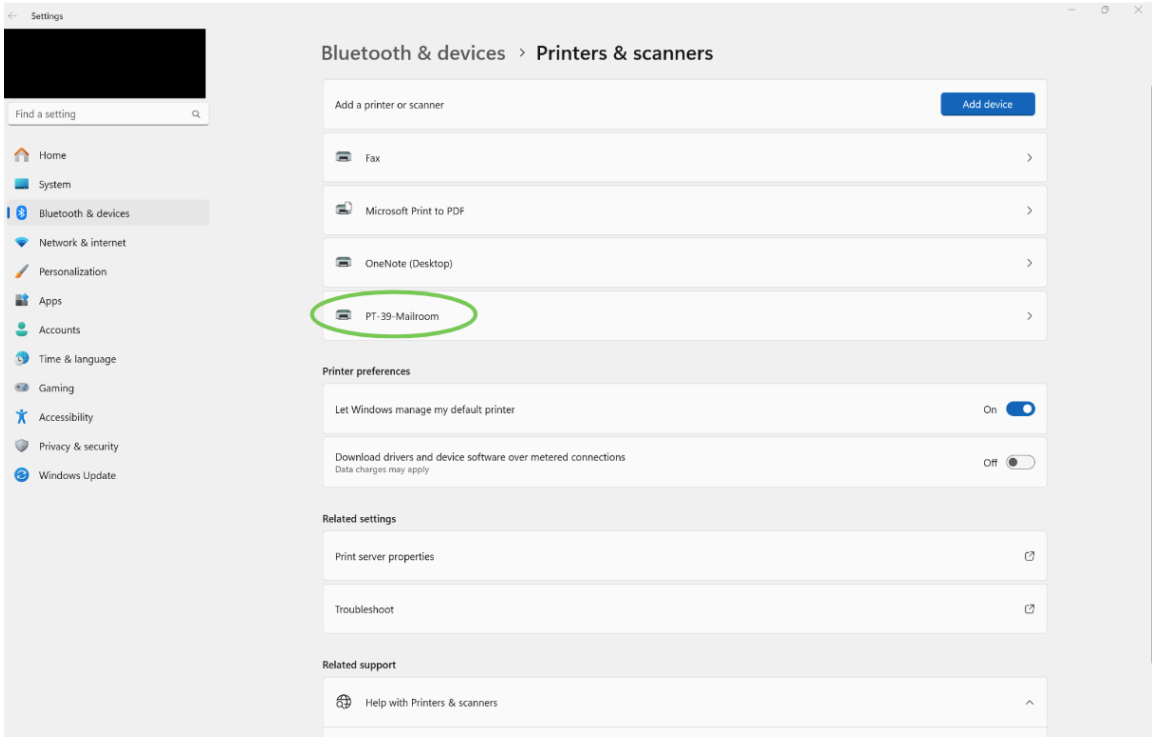
c. Make sure you have saved any files you have open, then click **Restart**.



9. Search for **Printers and Scanners**.

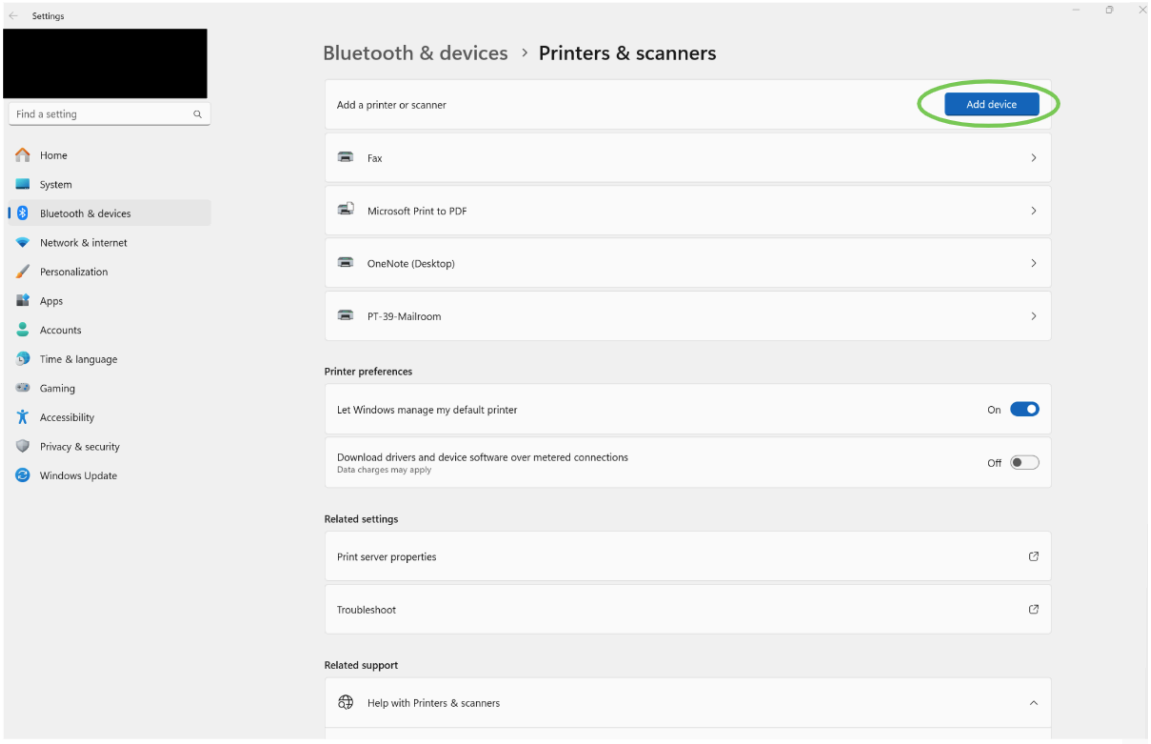


10. The printer should appear in your printers list. From here, you can print as normal.

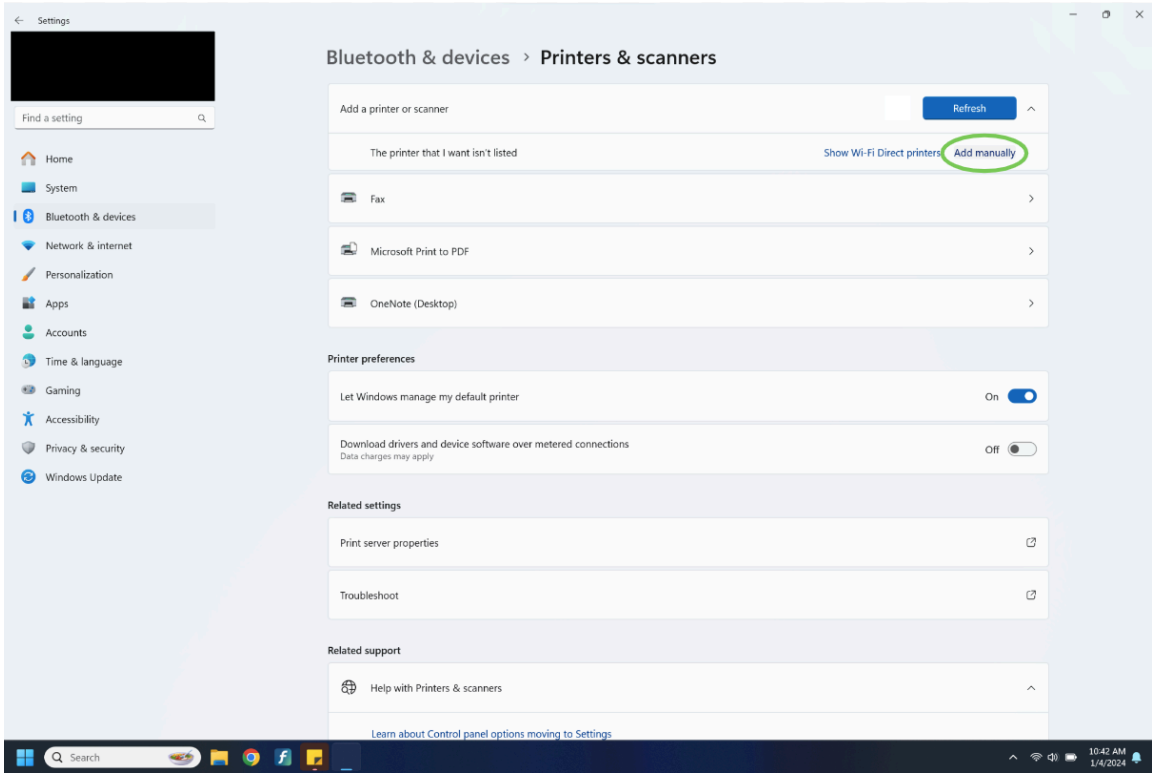


<u>If the printer doesn't appear in your printers list after installing the driver:</u>

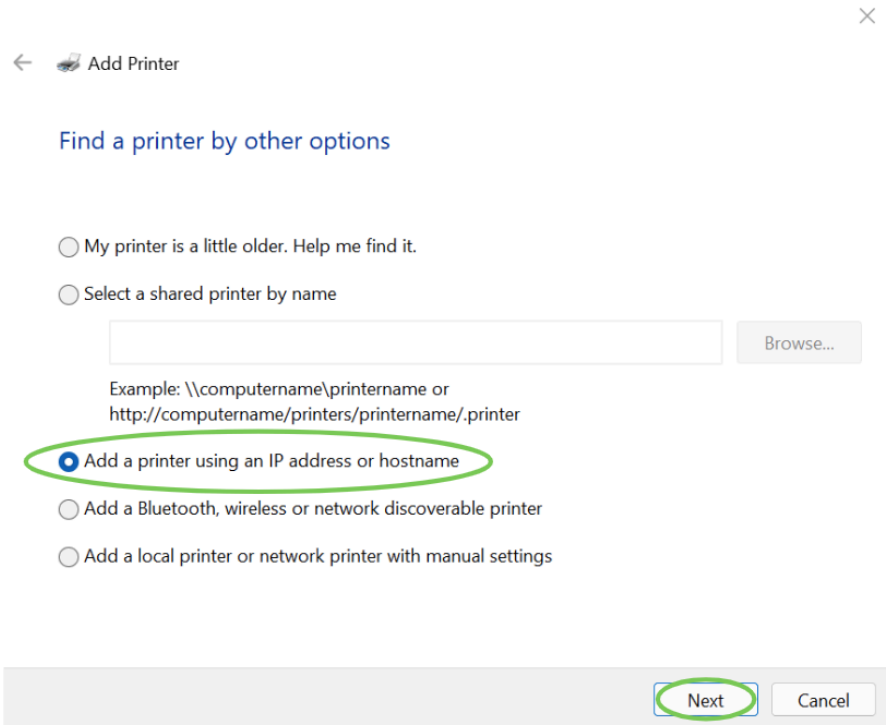
1. Click on **Add Device**.



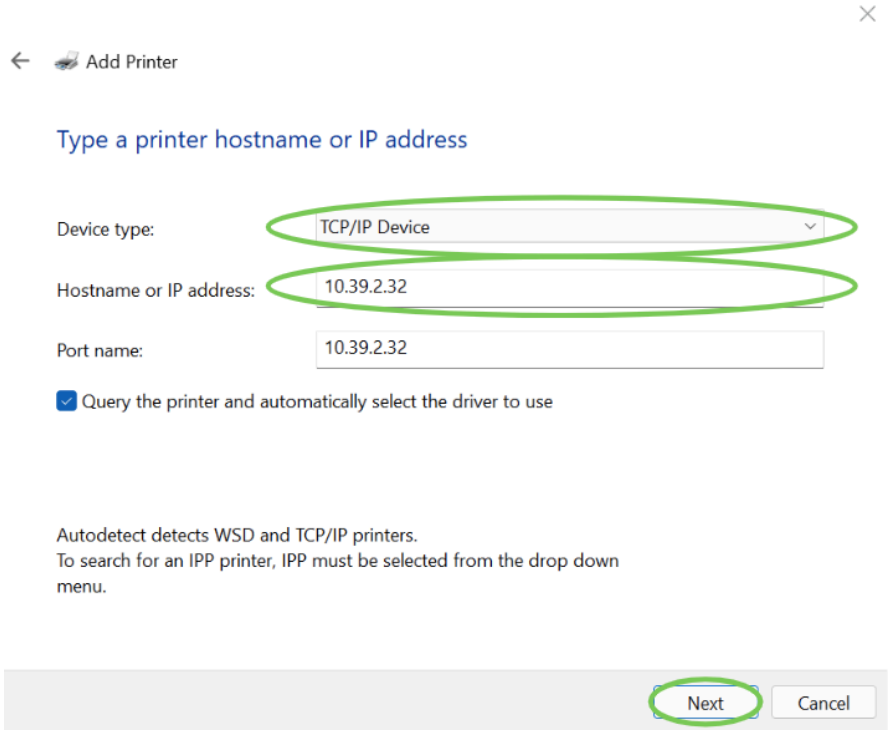
2. Click on **Add Manually**.



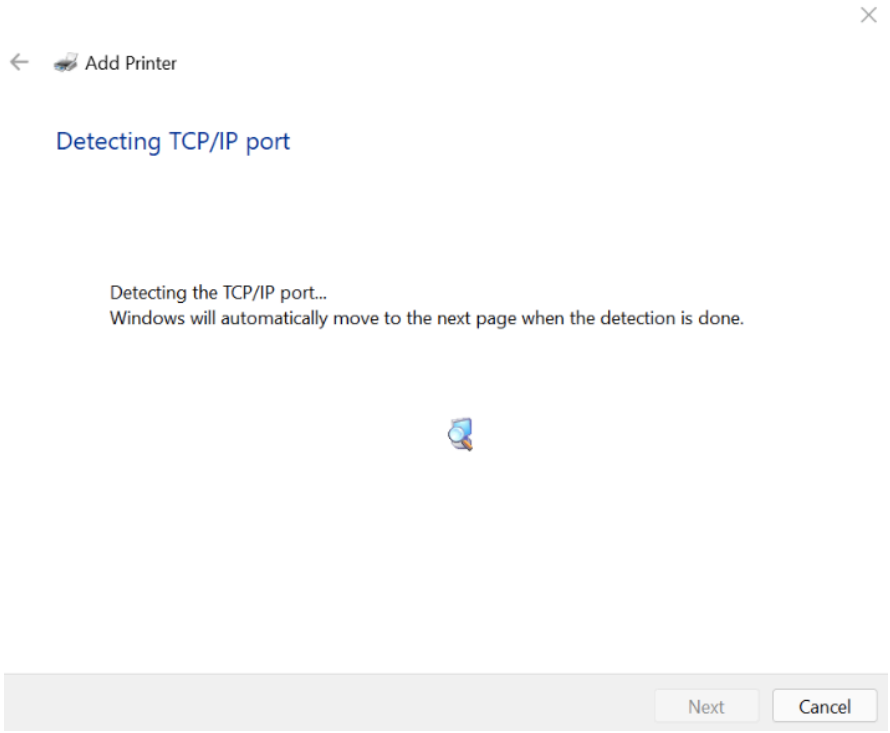
3. Select **Add a printer using an IP address or hostname**, then click **Next**.



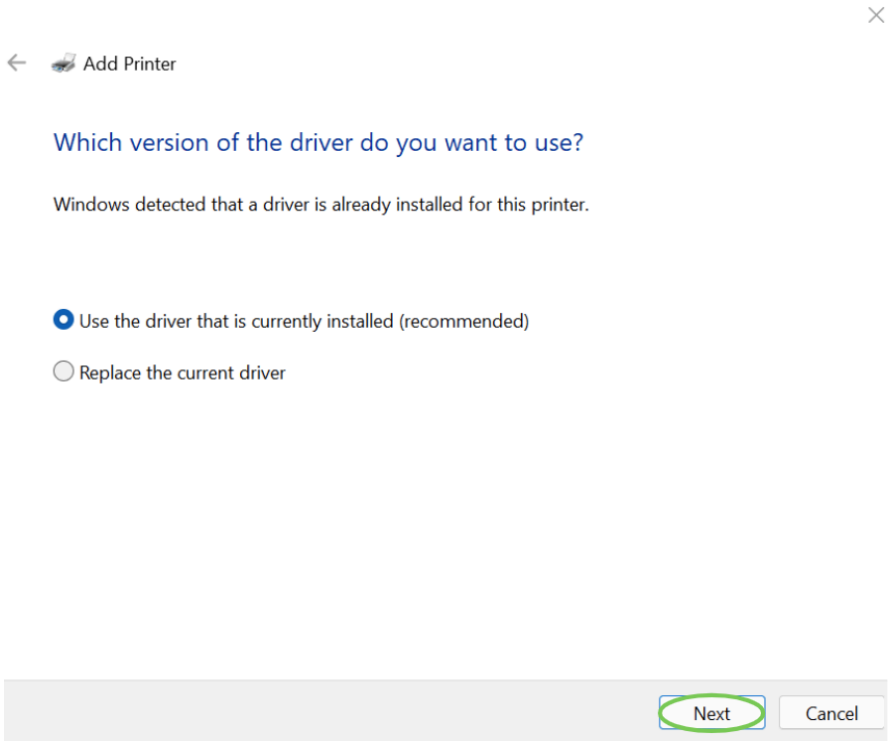
4. Select **TCP/IP Device**, then enter the **IP address** as listed above.



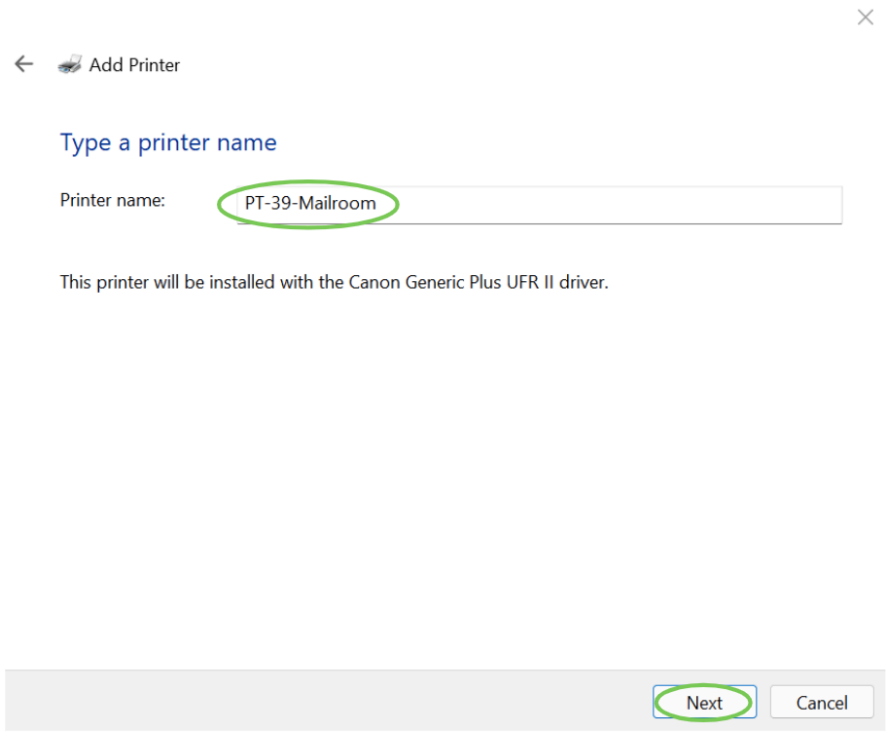
5. Let the wizard detect the port.



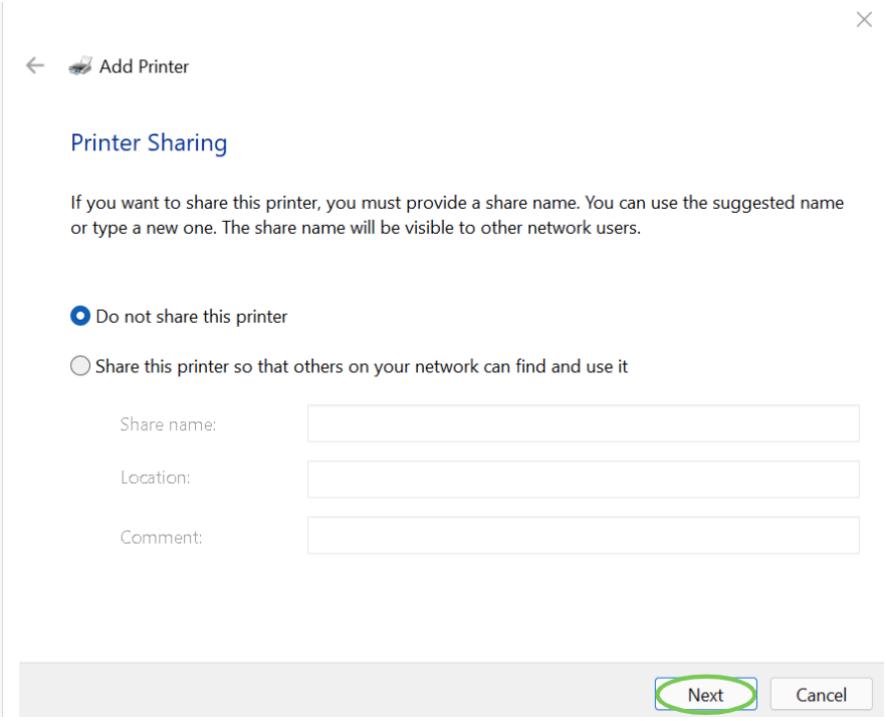
6. Select **Use the driver that is currently installed (recommended)**, then click **Next**.



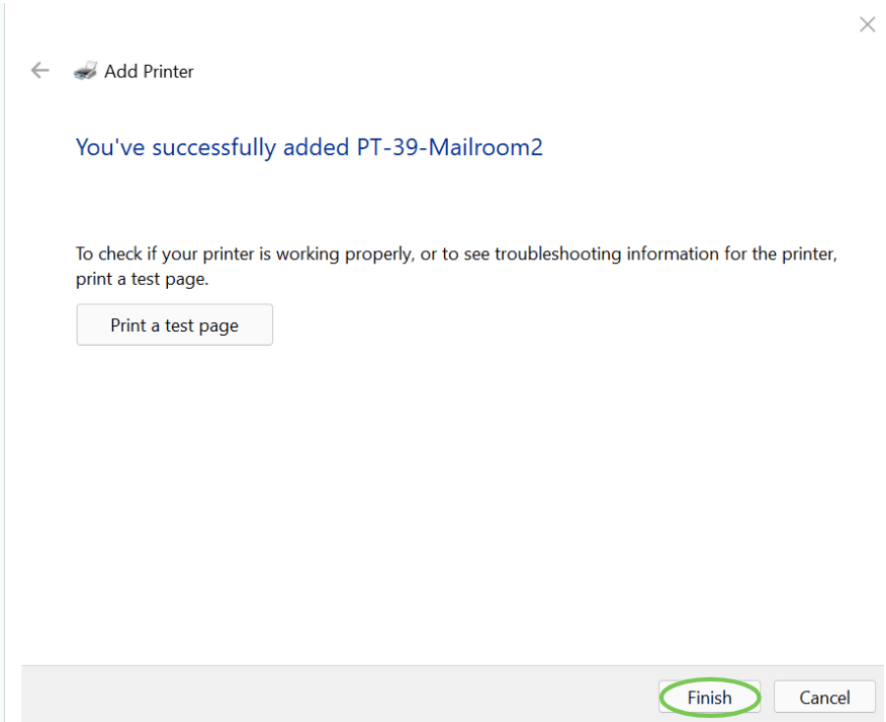
7. **Name the printer**, then click **Next**.



8. Click **Next.**



9. Click **Finish.**



10. The printer should appear in your printers list. From here, you can print as normal.

