**How to Add JGS Student Printers on the MAC**
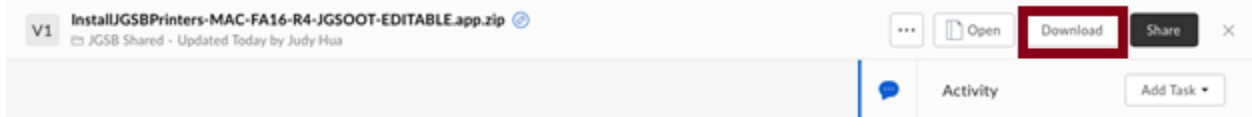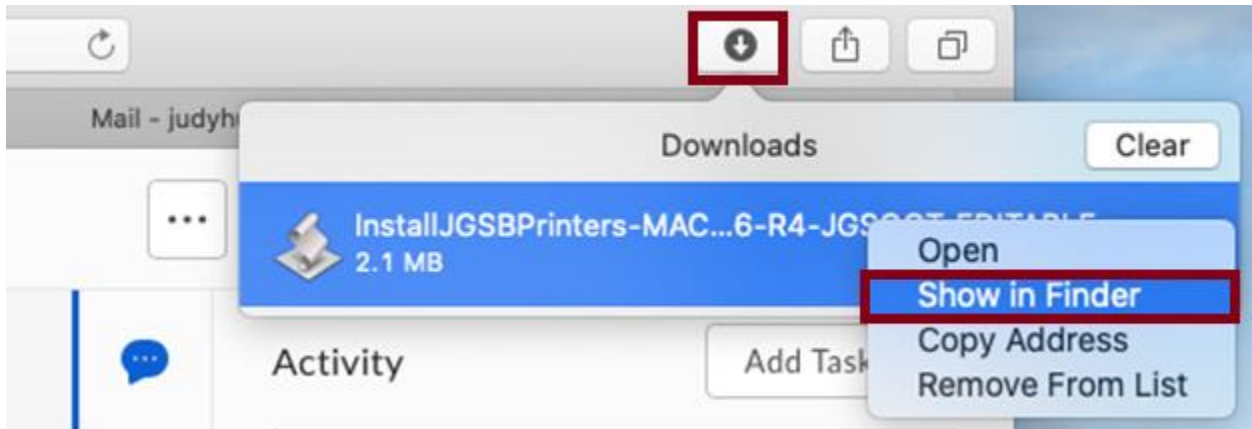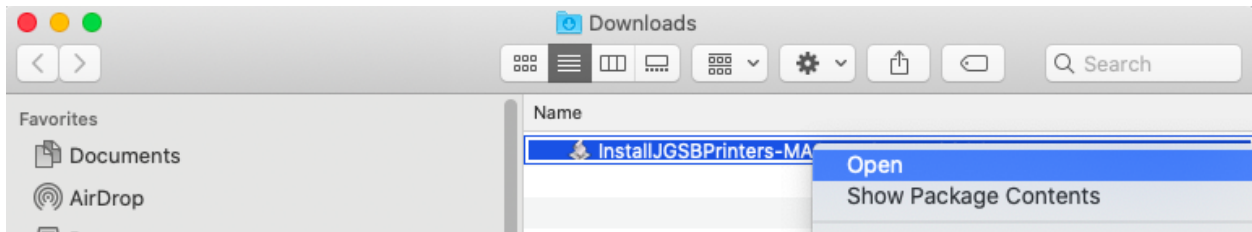
1. Click here to download the MAC printer script to install the printers automatically.

2. Click **Download.**



3. Click **Show Downloads**.  **Right click** the file and select **Show in Finder**.
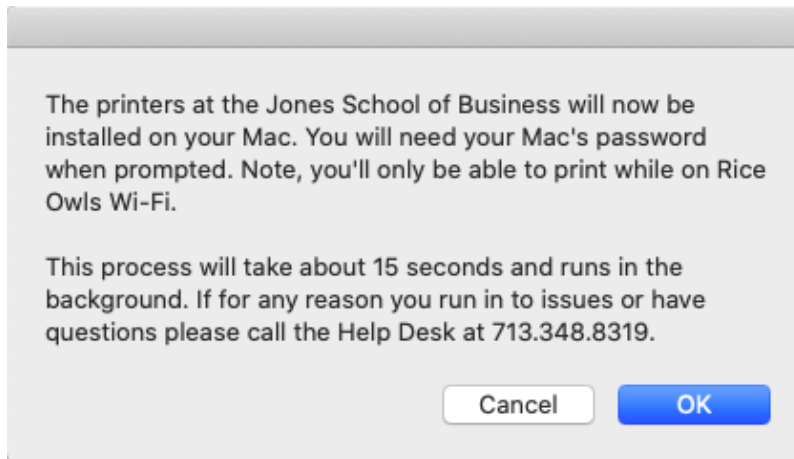


4. While holding the **Control Key** on your keyboard, click the downloaded **InstallJGSBPrinters** file, and select **Open** from the menu that appears
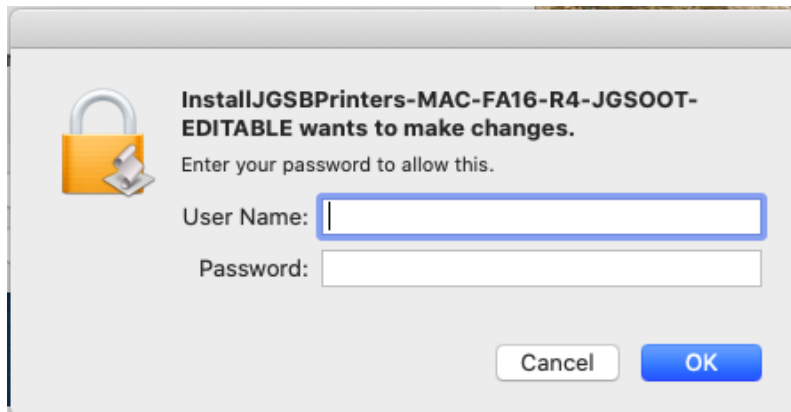


5. Click **Open**.

6. Click **OK**.

The printers at the Jones School of Business will now be installed on your Mac. You will need your Mac's password when prompted. Note, you'll only be able to print while on Rice Owls Wi-Fi.

This process will take about 15 seconds and runs in the background. If for any reason you run in to issues or have questions please call the Help Desk at 713.348.8319.

Cancel    OK

7. Enter your Mac **password** and click **OK.**

**InstallJGSBPrinters-MAC-FA16-R4-JGSOOT-EDITABLE wants to make changes.**
Enter your password to allow this.

User Name: 
Password: 

Cancel    OK

8. Click **OK**.

Your printers should now be installed. Now double click each printer to verify and install required software if prompted to do so.

When you print a job, you will see a popup within a few seconds. Enter your NetID and Password to print.
If you need any further assistance, please call the Help Desk at 713.348.8319

Cancel    OK