

The Civil Engineering Department has graciously supplied a laser printer for the **sole use of Civil Engineering Graduate Students**. It is installed in CEME 1007 and is **only to be used for occasional printing** (up to 30 prints / month maximum / per student). It has been installed as a network printer which can be printed to from anywhere (using UBC Secure or a direct connection) and can also be directly attached to a laptop (using the USB cable attached to the printer). The department will supply the toner for this printer but will not supply the paper. The printing volume will be monitored and if it is found the users are exceeding the allotted 30 prints/month then the printer arrangements will have to change. Unfortunately, it is not possible to purchase additional prints at this time although this may become a pay for print printer sometime in the future.

#### PRINTING INSTRUCTIONS / SETUP

The printer is now setup on IP 137.82.46.8. User will need to be on WiFi ubcsecure (or wired APSC network) to access it.

The user must download the drivers for the printer:

[http://h20564.www2.hp.com/hpsc/swd/public/readIndex?sp4ts.oid=5318102&lang=en&cc=ca#Z7\\_3054ICK0K8UDA0AQC11TA930O2](http://h20564.www2.hp.com/hpsc/swd/public/readIndex?sp4ts.oid=5318102&lang=en&cc=ca#Z7_3054ICK0K8UDA0AQC11TA930O2)

And install it as a TCP/IP printer.

For Windows, the process is sort of like this:

<http://www.msl.ubc.ca/it-support/printing/install-printer-win7>, but note the IP must be 137.82.46.8 and the drivers be the HP one.

And Mac, <http://www.msl.ubc.ca/it-support/printing/install-printer-osx>, same idea.

#### MAINTENANCE/SUPPORT:

Please direct printer toner or hardware issues to Scott Jackson by email: [scottj@civil.ubc.ca](mailto:scottj@civil.ubc.ca)

Please direct printer connection issues to Ben Lai: [ben.lai@ubc.ca](mailto:ben.lai@ubc.ca)