



### Mac Printer Setup Instructions

Please make sure you have administrative rights on your computer before proceeding with the installation.

Furthermore, before you start, please be aware of the following points that could cause problems.

1. Make sure you are connected to the *Microlab* WiFi network (password: M!cr0l@b). *Microlab Guest* is **not** the same network.
2. If you are using a VPN or Remote Desktop connection, you will need to disconnect it, as it will only work when you are directly connected to the Microlab network.
3. If you have manually set a DNS server, the Microlab printers and presentation software will not work.

Tip: a quick way to test if one of the abovementioned issues is what is causing your problems, is to load <http://darkblue5.microlab.nl/>. If it the page does not load, then the issue is caused by one of these three.

#### Step 1. Download the Printer Drivers

[Kyocera Printer Drivers](#)

#### Step 2. Download the PaperCut Client

[Mac PaperCut Client](#)

#### Step 3. Extract the Printer Drivers

1. Extract the drivers, and run the KyoceraDrivers.dmg
2. Run the Kyocera OS X 10.+ pkg
3. Click on Continue and Agree
4. By Installation Type press on install and enter your credentials.
5. Finish the installation.

#### Step 4. Run the PaperCut Client

1. Launch the Client from the Download folder.
2. Enter your PaperCut **Login** and **Pin** when prompted.

You can find your company printer and meeting room credentials by logging in at <https://my.microlab-eindhoven.nl>. It is noted at the top of the page, next to our logo. These are the same credentials you will need when accessing the printer itself.

#### Step 5. Add the Printer

1. System Preferences
  2. Printers & Scanners
  3. Click on “+”
  4. IP > Settings
- Address: followme.microlab-eindhoven.nl
    - o Please make sure that if you copy the address, you do not accidentally include spaces, or the printer won't be found
  - Protocol: Line Printer Daemon - LPD
  - Queue: Micro-FollowMeMAC
  - Name: Microlab – FollowMe
  - Location: (Blank)
  - User: Select Software

Search for the **Kyocera TASKalfa 2551ci (KPD)** and press Ok.

#### Step 6. Testing the installation

Send any document to the printer by printing from your computer. You will be prompted for your PaperCut Username and Password on the first print of the day. If you idle for more than 1 hour, you will be prompted again.

\*Note: The PaperCut Client must be running to be able to print! There is a PaperCut icon in the right hand corner. If not start the client manually.

\*\*Note: If you need help with releasing a print, please ask a community manager for assistance.