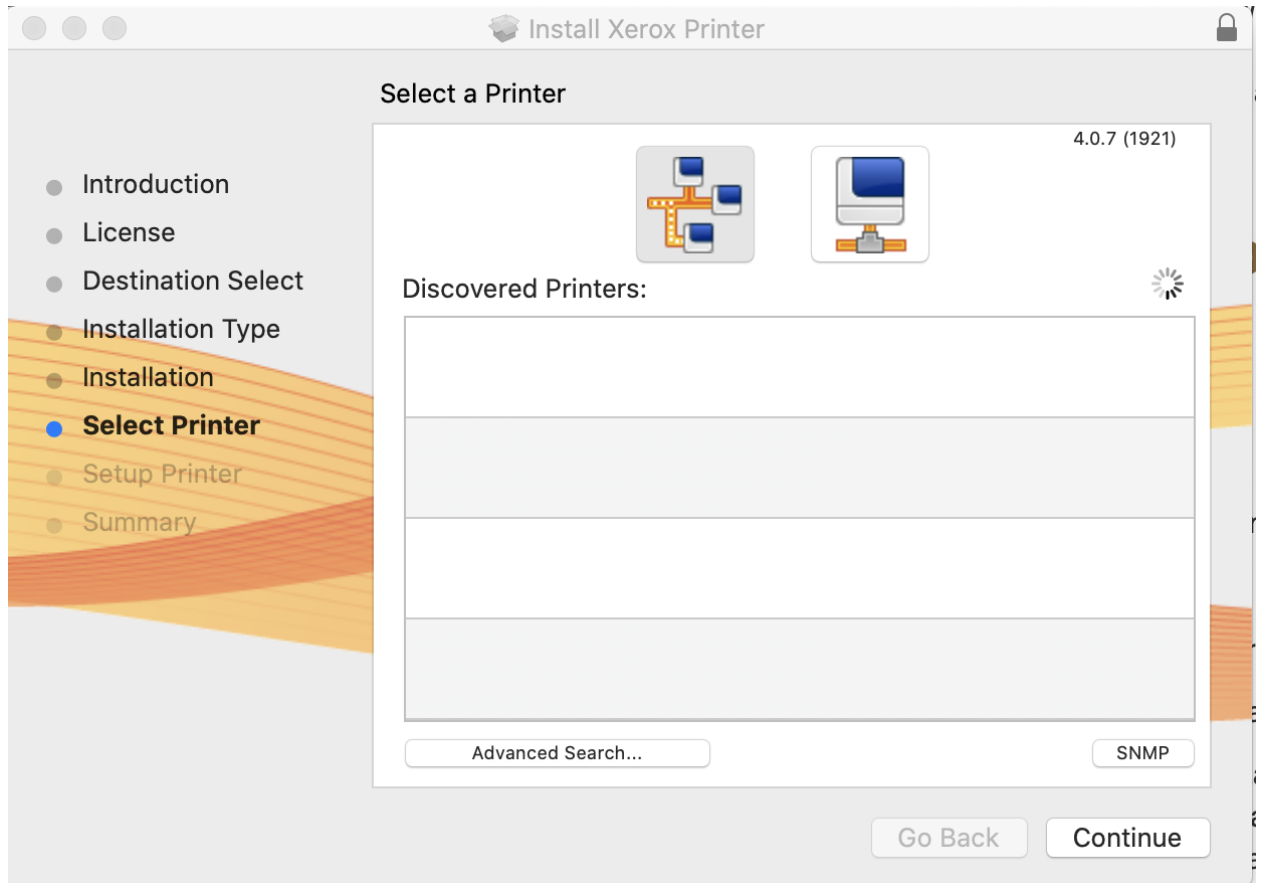


Download Xerox driver from:

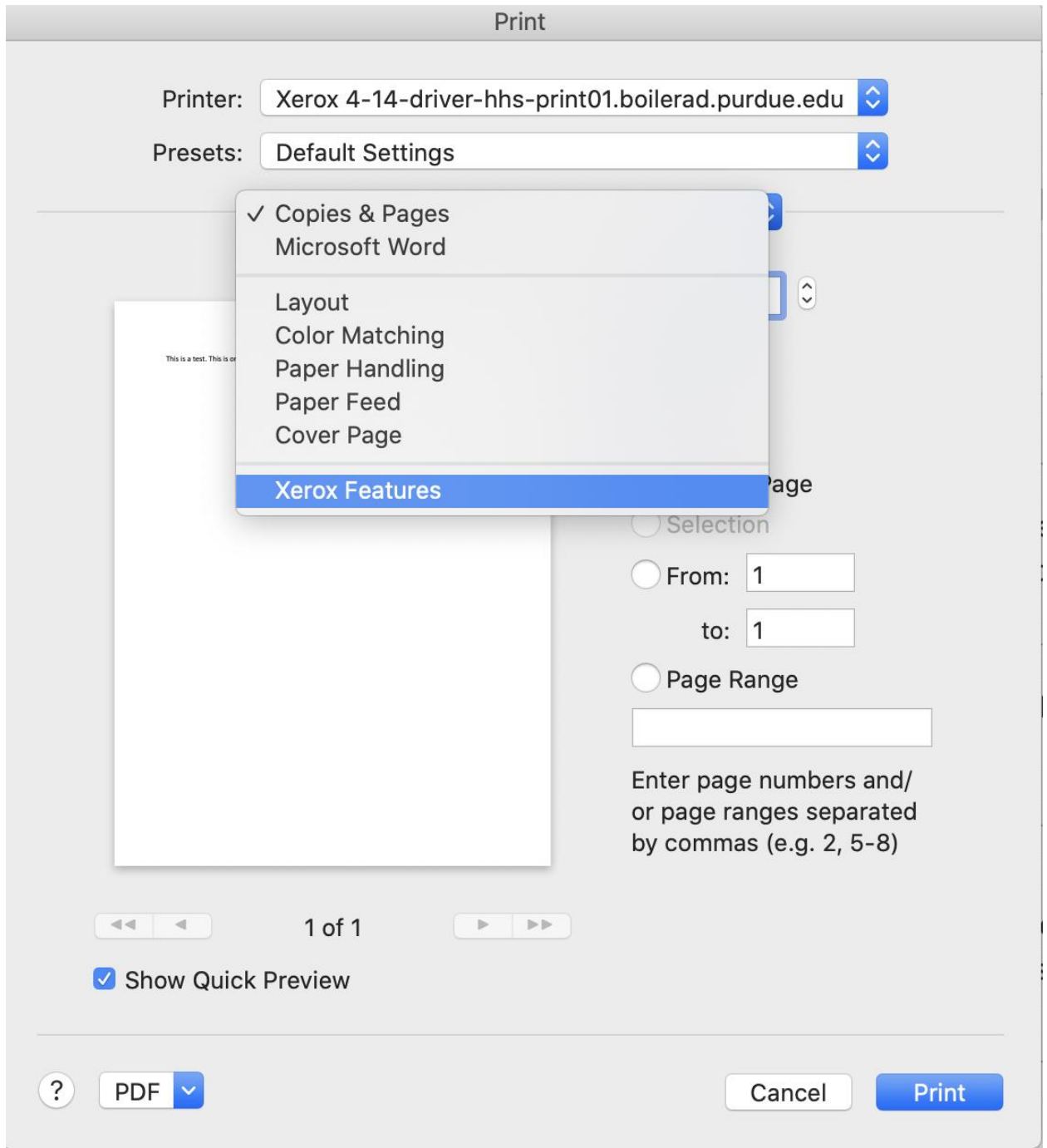
[https://www.purdue.edu/hhs/psy/resources/electronics\\_shop/PrinterSetup.html](https://www.purdue.edu/hhs/psy/resources/electronics_shop/PrinterSetup.html)

Install driver, select defaults, you can close when this box appears, the driver is installed at this point.



Continue MacOS Preferences, Print and Scan. Select the newly installed Xerox WorkCentre 7346, 4.14.0 driver.

The first time you print you will need to setup the accounting as follows.



Print

Printer: Xerox 4-14-driver-hhs-print01.boilerad.purdue.edu

Presets: Default Settings

Xerox Features

Advanced

Booklet Image Order: Left To Right

Job Identification: Print ID on a Banner Page

Mirrored Output: Off

Binding Edge: Automatic (Recommended)

Bypass Tray Feed Edge: Long Edge Feed (Normal)

Request Offset: Offset Each Set

Draft Mode: Off

Configuration: Accounting...

Version: 4.14.0 (1947)



PDF

Cancel

Print

Print

Accounting

Accounting System

- ✓ None
- Send User ID and Account ID
- Send User ID Only
- Send Account ID Only
- Send BillingID Only
- Send All

If this printer is

nting system.



Cancel

OK



PDF ▾

Cancel

Print

## Accounting

Accounting System: Send User ID Only

Accounting Prompt: Always Prompt

☒ Mask User ID (\*\*\*\*)

☒ Mask Account ID (\*\*\*\*)

Default User ID / Passcode: (Optional)



Cancel

OK



PDF

Cancel

Print

# Print

Printer: Xerox 4-14-driver-hhs-print01.boilerad.purdue.edu

Presets ✓ Default Settings  
Last Used Settings

Save Current Settings as Preset...

Show Presets...

Booklet Image Order: Left To Right

Job Identification: Print ID on a Banner Page

Mirrored Output: Off

Binding Edge: Automatic (Recommended)

Bypass Tray Feed Edge: Long Edge Feed (Normal)

Request Offset: Offset Each Set

Draft Mode: Off

Configuration: Accounting...

Version: 4.14.0 (1947)



PDF

Cancel

Print

Print

Preset Name: Psych-Accounting

Preset Available For: ☒ Only this printer  
☐ All printers

Cancel

OK

Booklet Image Order: Left To Right

Job Identification: Print ID on a Banner Page

Mirrored Output: Off

Binding Edge: Automatic (Recommended)

Bypass Tray Feed Edge: Long Edge Feed (Normal)

Request Offset: Offset Each Set

Draft Mode: Off

Configuration: Accounting...

Version: 4.14.0 (1947)



PDF ▾

Cancel

Print

Get User ID / Passcode from Phyllis Zickmund or Bruce Bresnahan.

Print

Printer: Xerox 4-14-driver-hhs-print01.boilerad.purdue.edu ⇅

Presets: Psych-Accounting ⇅

Accounting

User ID / Passcode: ●●●●● ●●●●●

? Cancel OK

Bypass Tray Feed Edge: Long Edge Feed (Normal) ⇅

Request Offset: Offset Each Set ⇅

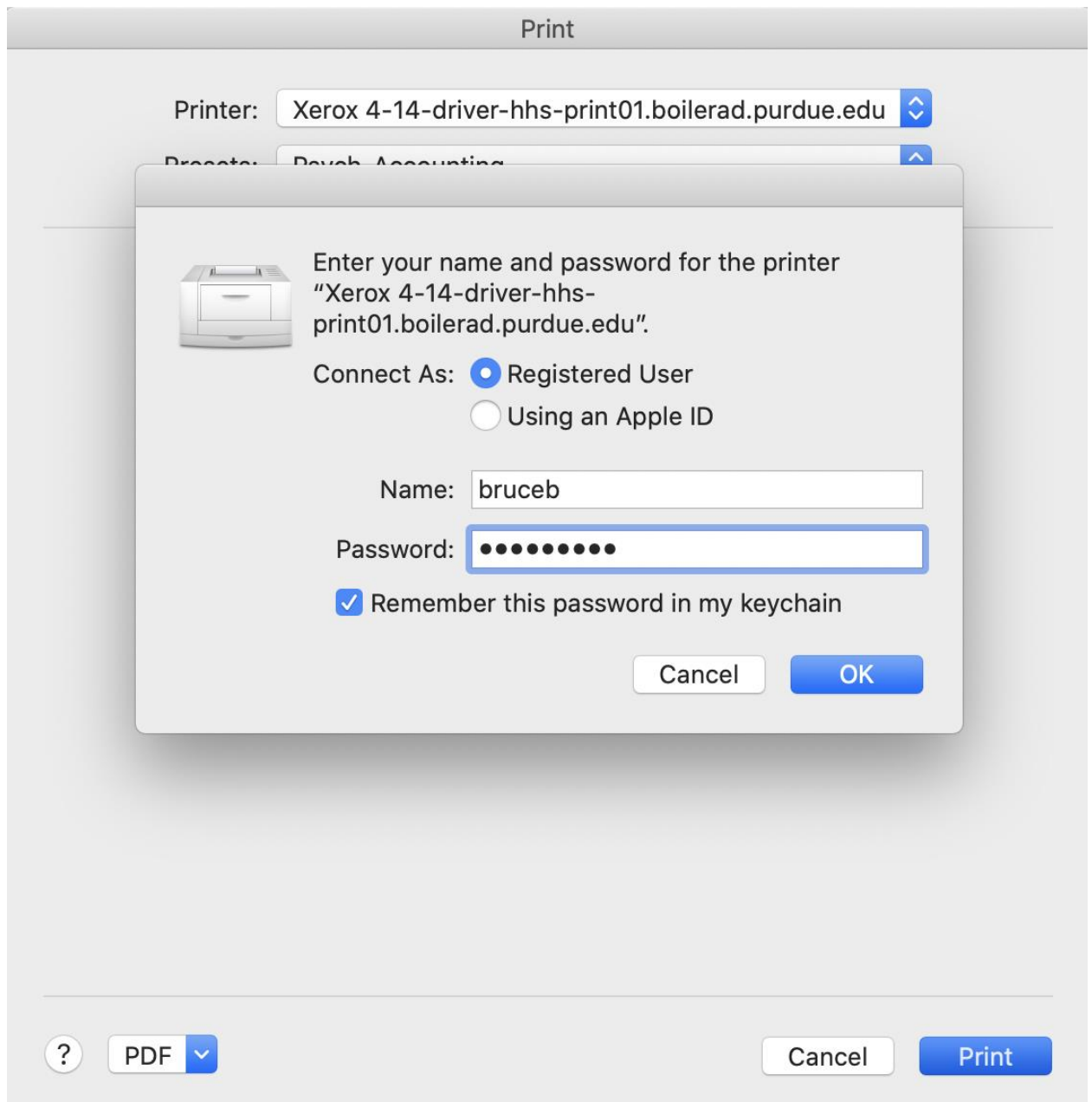
Draft Mode: Off ⇅

Configuration: Accounting...

Version: 4.14.0 (1947)

? PDF ▼ Cancel Print





That's it, you are done.