## **Printing on NMTAFE Computers using Mac**

Printing at TAFE from your own device, requires you to be connected to the TAFE WIFI. For information about connecting select, <u>how to access the Campus WIFI</u>.

Information about printing costs and adding funds to your printing account select, printing, photocopying and scanning, at North Metropolitan TAFE.

To print on a Mac, the printer must be added to the device:

- 1. Select the Apple Menu then select 'System Preferences'
- 2. Select 'Printers and Scanners'
- 3. Select 'Add Printer Scanner or Fax'

Printers & Scanners

Add Printer, Scanner, or Fax...

- 4. On the 'Add' Screen,
  - Select the Printer, 'nmt\_followme' with the Bonjour Protocol,
  - Set 'Use' to 'Secure Airprint'
  - Select 'Add'
- 5. To print, a document
  - Open the document
  - Type 'COMMAND + P'
  - Choose 'nmt\_followme' as the printer
  - Change any print preferences

**Note:** Colour printing is the default setting which incurs additional costs

• Select Print

rientation	• ▲ Portrait • ► Landscape
aper Size	A4 210 by 297 mm
ouble-sided	On C
rint in Color	•
Select pages from the sidebar	
Range from 1 to	1
All 6 Pages	
ages	
opies	
resets	Default Settings
linter	

6. **Login** to the printer and print.

It can take 5-10 mins to for the print job to be visible on the printer.

