ECU Printing & OneCard







- 1. It is recommended to restart your Mac before installing your ECU Print software.
- 2. Ensure your laptop is connected to the secure ECU Student Wi-Fi, not the guest Wi-Fi!
- 3. Open an internet browser window and type: <u>https://www.ecuad.ca/about/administration/itservices/services</u>

$\langle \rangle$	D	•••• https://ww	ww.ecuad.ca/abo	out/administrat	ion/itservices/service	s
				COVID-19	Future Students	Current
EMILY CARR						

4. Locate the link: Download the installation file here. and click and allow to download the installer

Printing

Install ECU public printers on your Mac laptop

- Updated Aug 30, 2022.
- Minimum system required: macOS 11 Big Sur

Download the installation file here.

*Please note that these drivers will not work with the legacy printers on the 1st floor.



5. Use the defaults when running the installer – you do not need to make any changes. You will need to enter your computer password to complete the install

	Enter your Mac login password to setup printer
00.00	
	Continue

6. After clicking **Finish**, one of two possibilities will occur:

A. a pop up will appear, enter your MyEC username & password and check off "**Remember my identity**" before clicking **OK; a PCClient icon like the one below will appear in your top desktop bar.**

P	Login	×
	🖌 Login	papercut.com
P	Your login credentials are required for prin	ter access.
	Please log in using your network username and password	to confirm your identity
	Username:	to commin your identicy.
	Password:	
	Remember my identity	





B. No pop-up login window appears after software install and you do not have a PCClient icon in your top desktop bar

		paper cut. com
You	ir log stedentials are required for pri	nter access.
Please log in	using your network us the and password	to confirm your identity.
Username:		
Password:		
	Remember my identity	



- 1. Go to Applications
- 2. Locate PCClient and Launch (double click)

3. a pop up should now appear, enter your MyEC username & password and check off **Remember my** identity before clicking OK; a PCClient icon like the one below will appear in your top desktop bar. NOTE! If it still does not pop up, it will when you print your first file.

P 1	ogin	×
P	Login Your login credentials are required for printer access	papercut.co
	Please log in using your network username and password to confirm Username:	your identity.
	Password:	
	ОК	Cancel





One last variant on the installation we have observed is:

If no pop-up login window appears after the software installation, and you do not have a PCClient icon in your top desktop bar



1. Go to Applications and the PCClient application icon is greyed out with a circle and line across it

2. Double check that you are still on ECU-Student WiFi and not ECU-Guest

3. Locate PCClient and Launch (even if it is greyed out and has the circle and line)

4. If no Login window pops up but the PCClient appears on the top menu bar, open a file and print

5. a pop up should now appear, enter your MyEC username & password and check on "**Remember my** identity" before clicking **OK**

P Login	×
Your login credentials are required for printer access.	papercut.com
Please og in using your network username and password to confirm your i	identity.
Past word:	
✓ Ket tiber my identity	



- 1. Open a file in any program for test printing
- 2. Go to File then Print.
- In Choose Printer, you should see listed "Any BW Laser Printer on Campus" & "Any Colour Laser Printer on Campus"
- 4. Choose one of the two printers and click Print
- 5. After the file processes (within a minute) a pop-up window should appear, enter your myEC login name and password.
- 6. Within a minute, a second popup window will appear indicating "Success!"
- 7. At this point you can assume you have a successful installation



Printer

Presets

Brochure

Any BW Laser Printer on Campus Any Colour Laser Printer on Campus





Adding Additional Printers to a Student Mac Laptop



Along with PCClient, the install package also installed Software Centre. Software Centre will allow you to install additional ECU Printer Packages including:

- 1. DOC (C4230) Self Serve Inkjet Printers
- 2. Photo Dept (B4120) Inkjet Printers
- 3. PrintMaking Transfer (C4230)
- To install additional printers:
- 1. Launch Software Centre from Applications
- 2. Choose Software from the left-hand column
- 3. Choose Printing from the from the menu above Featured Items
- 4. Choose the printer package you want to install
 - 1. Install one package at a time
 - 2. If you no longer want a printer package installed on your computer, use this menu to uninstall the package

Adding Additional Printers to a Student Mac Laptop



