Wireless Printing @ HKUL (Mac)
How to Print

1. Select **File** > **Print**. And then, choose the desired Printer.

2. Click **Show Details** (if available).

3. Default setting is Color & Double-sided. To change setting, see pages 2 & 3.

4. Choose **Job Log**.
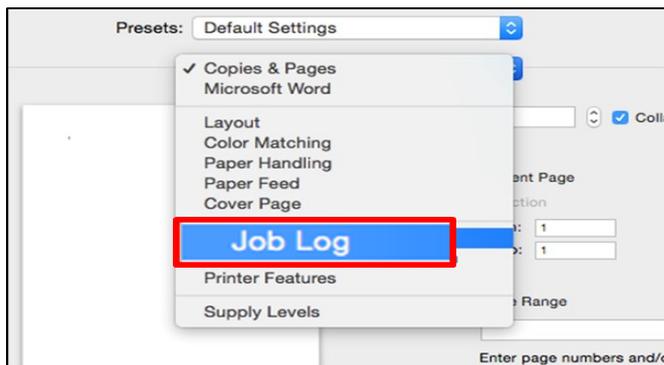
5. Under **Job Type**, select **Locked Print**.
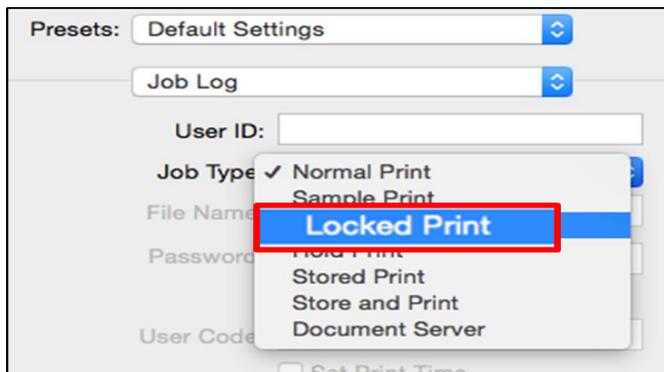
6. Enter **User ID** (up to 8 alphanumeric characters) and **Password** (4-8 digits numbers). Click **Print** to confirm.

Special note for different
BROWSERS
See pages 4 & 5
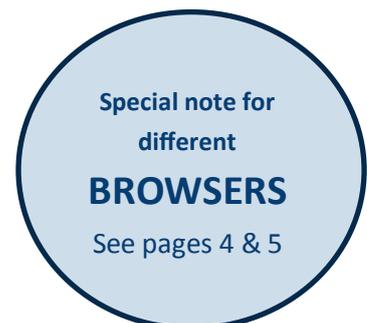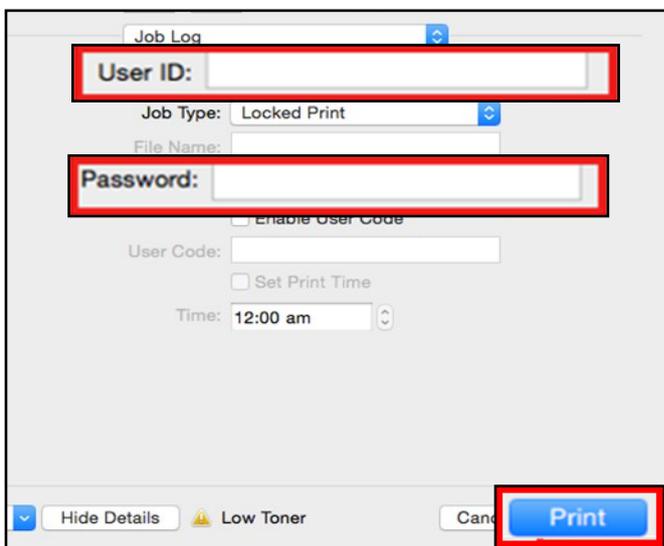
Important

Change from **Color** to **Black & White** printing

(a) Open the **Copies & Pages** pull down menu, and then select **Printer Features**.
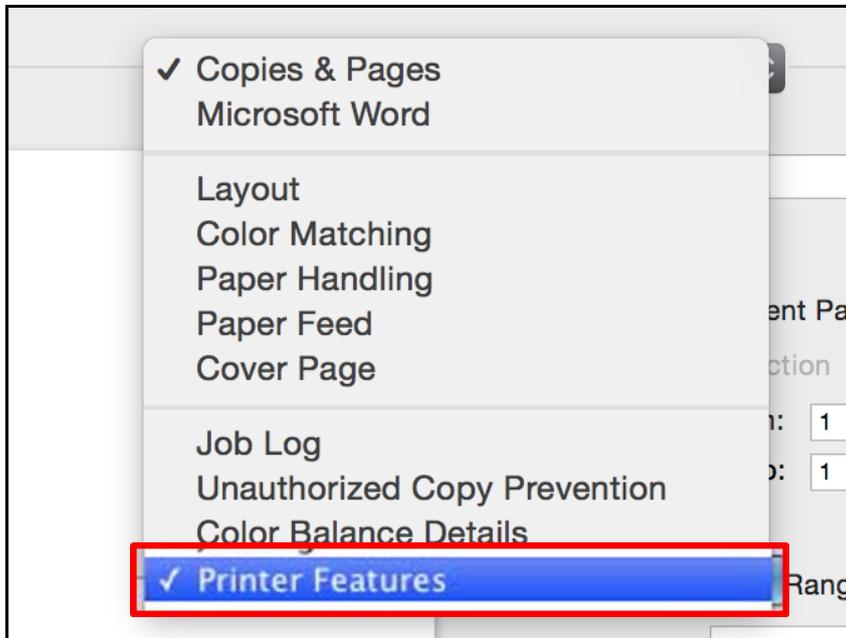
(b) Select **Black and White** against **Color Mode**.
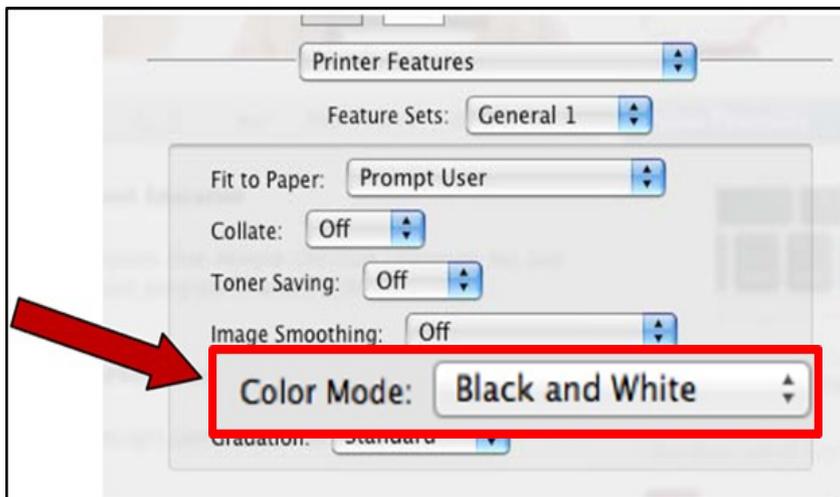
Important

Change from **Double-sided** to **Single-sided** printing

(a) From the **Copies & Pages** pull down menu, select **Layout**.
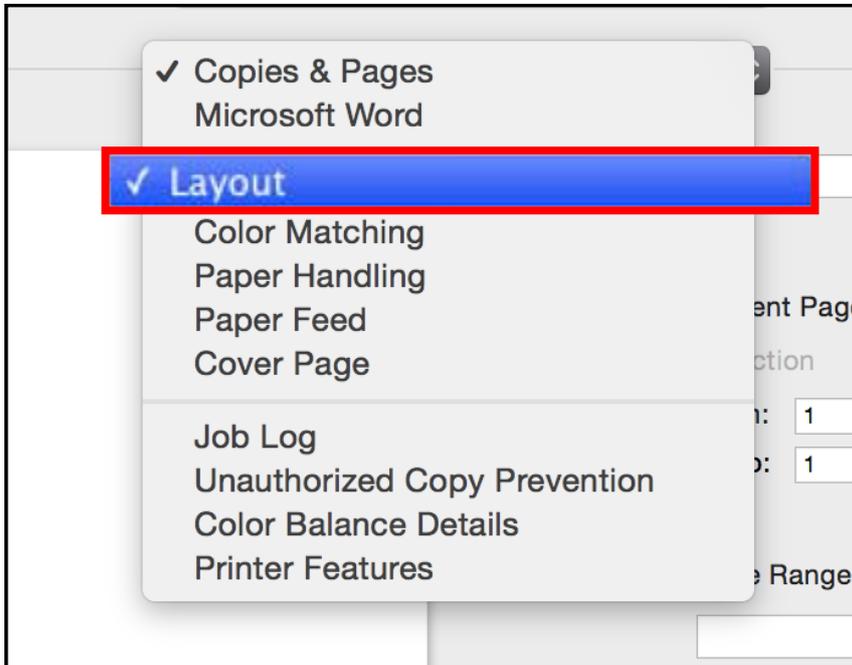
(b) Select **Off** against **Two-Sided**.
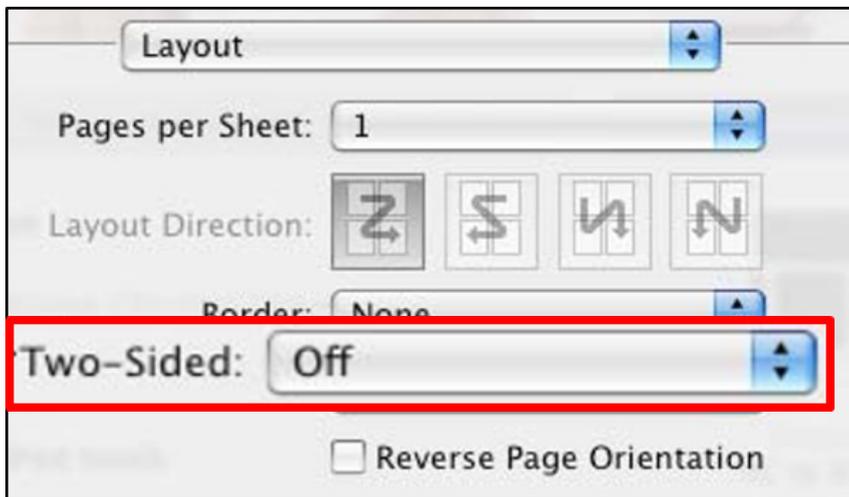
Special Note for Different Browsers

Chrome

1. Select **Print** and Click **Print using system dialog**.
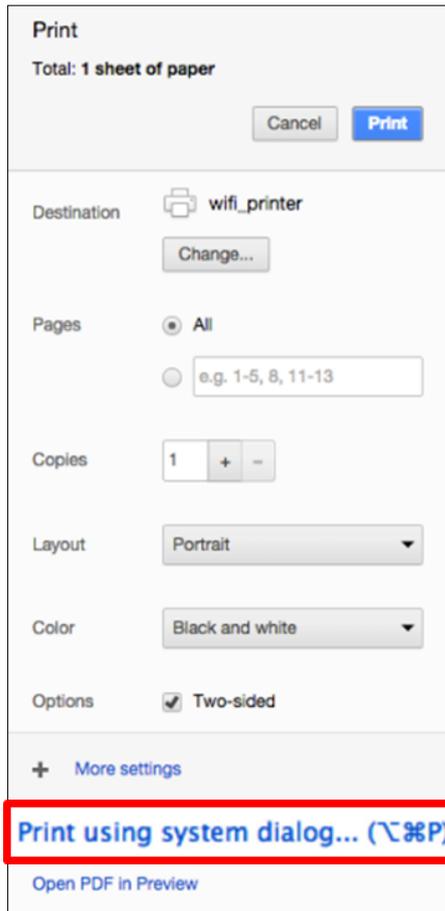
2. Click **Show Details**.
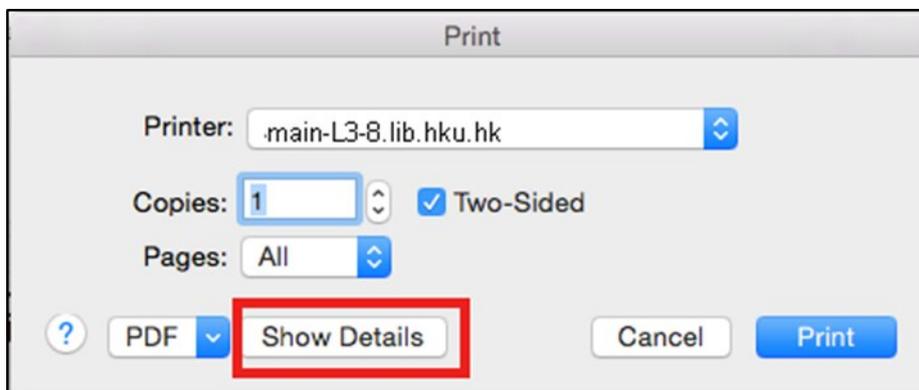
3. To print, follow Steps 4 to 7 on page 1.

Special Note for Different Browsers

Safari

♦ Click **Safari pull-down menu**, and select **Printer Features** to change Color to B/W printing and/ or **Job Log** to release the print job.

♦ Uncheck **Two-Sided** box, if appropriate.
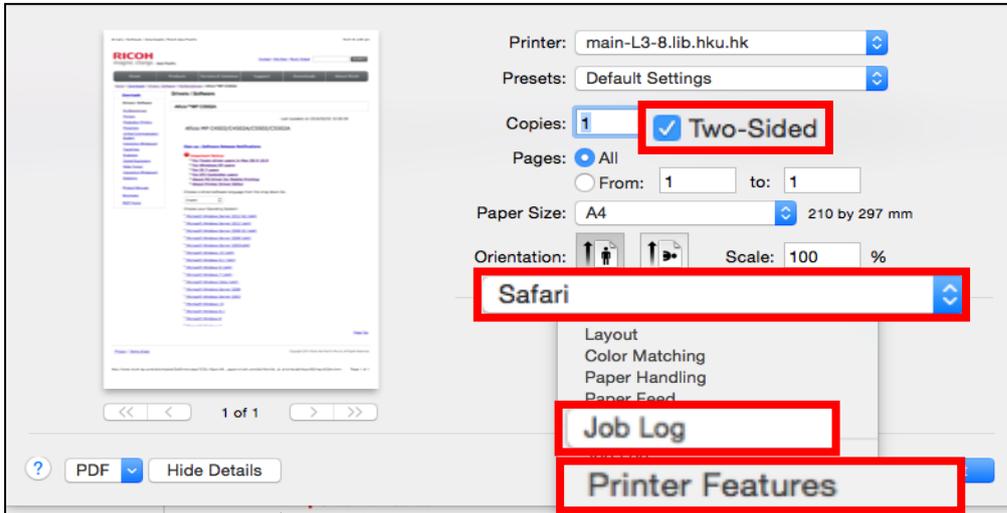
Firefox

♦ Click **Firefox pull-down menu**, and select **Printer Features** to change Color to B/W printing and/ or **Job Log** to release the print job.

♦ Uncheck **Two-Sided** box, if appropriate.