

# How to install the Lexmark E240n Laser Printer to an OS X Apple Computer

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Many faculty members or clusters of faculty offices around campus have recently taken delivery of a new laser printer to both save money by not having to constantly replace inkjet cartridges and to provide faster, more reliable printing. Though the printers were all physically installed, many faculty members were unavailable to have the printer installed onto their computers. This guide will help those of faculty members install the printer to their computer themselves.

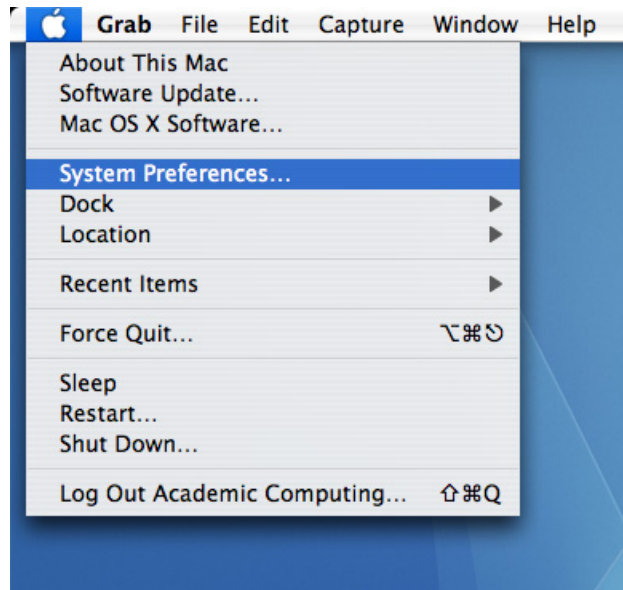
This guide **ONLY** applies to faculty members using an Apple desktop or laptop, running OS X 10.4, who have just recently received a new Lexmark E240n Laser Printer, and who **HAVE NOT** yet been visited by Academic Computing to install the printer. This guide **DOES NOT** apply to all other faculty members.

We have strived to make this guide simple and straightforward, with screenshots of the entire process, but should there still be problems or difficulties in the installation process, please don't hesitate to email Academic Computing at [facultysupport@slc.edu](mailto:facultysupport@slc.edu) or call us at ext. 2460.

## Step 1: Go to System Preferences

Click on the Apple Symbol at the very top left hand corner of your screen, then scroll down to System Preferences...

The System Preferences Panel will open.



## Step 2: Select Print & Fax

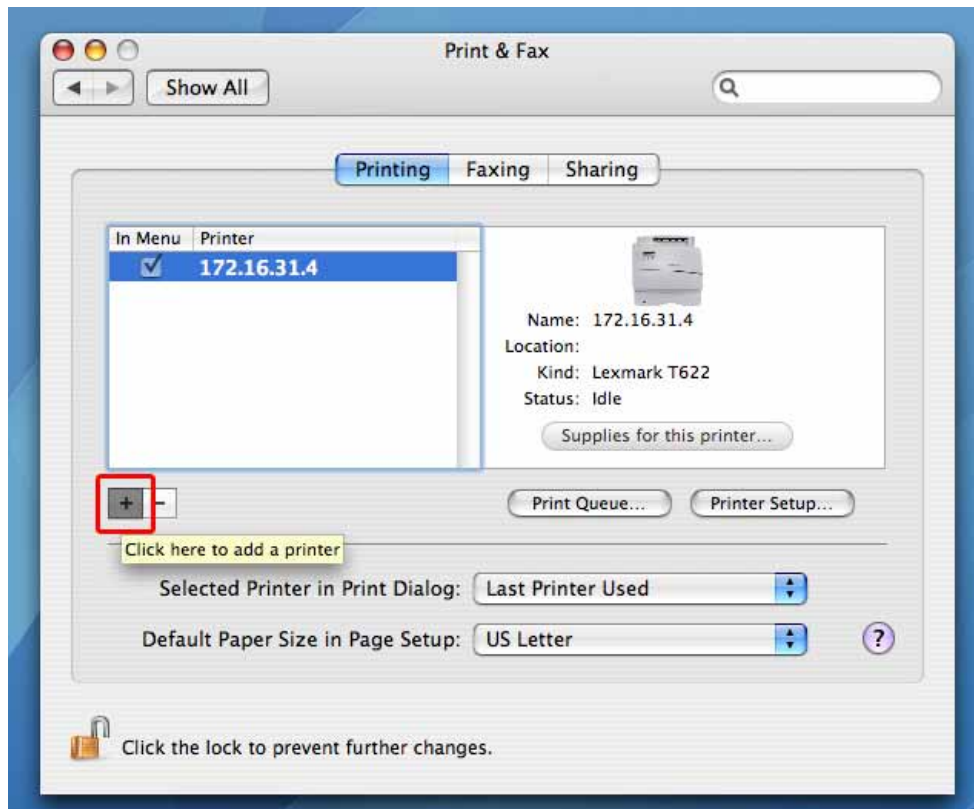
This will open up the Print & Fax Panel

## Step 3: Add a new printer

The Print & Fax menu will list all the printers that are installed on your computer and set up to print to. We are going to add the new Lexmark to this list.

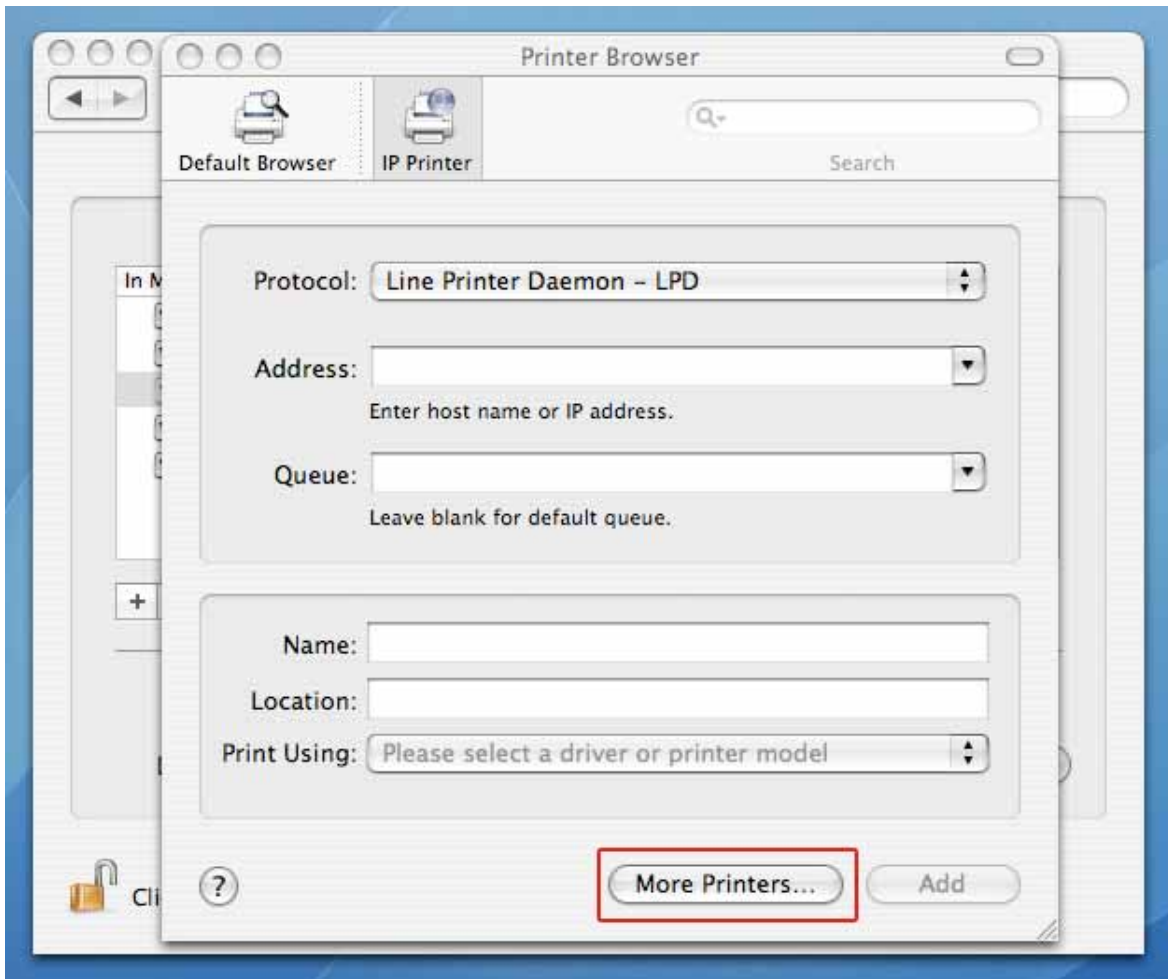
Click the little Plus (+) sign on the left hand side near the middle. This will open the Printer Browser Panel

Should you choose to delete older printers that were installed on your computer but are no longer being used, select the printer then click the Minus (-) sign to remove it.



## Step 4:

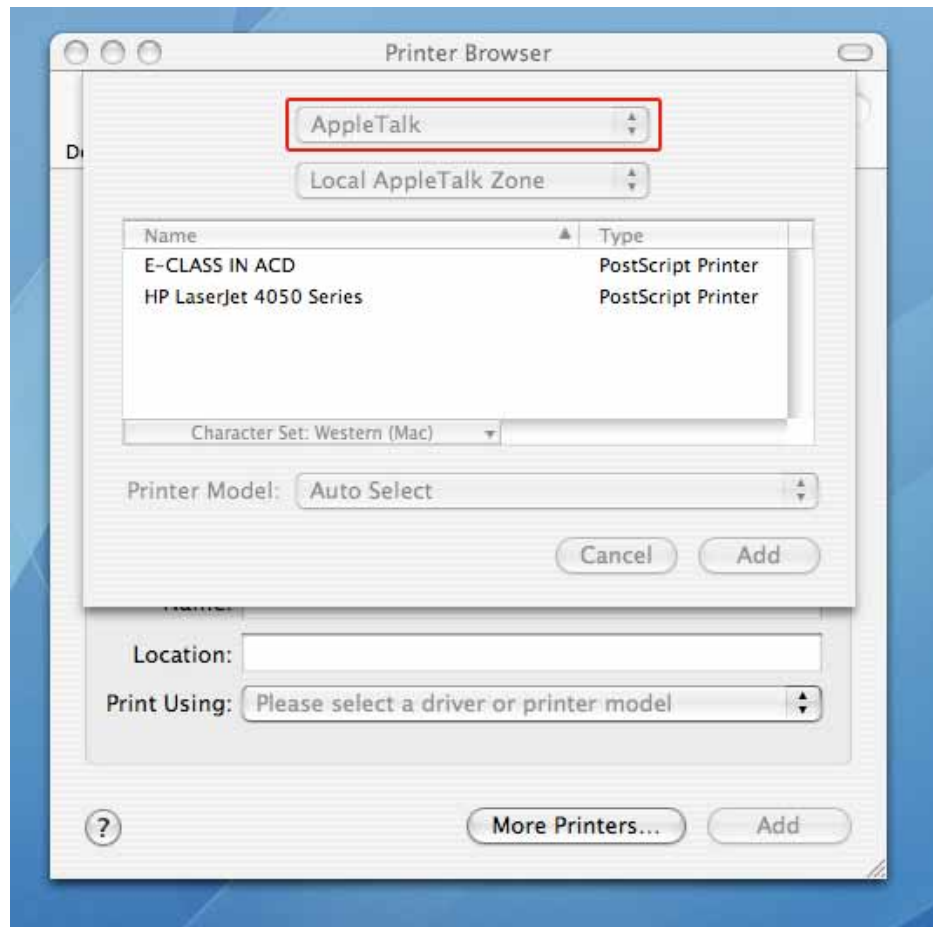
Hold the Option key,  
then click “More  
Printers...”



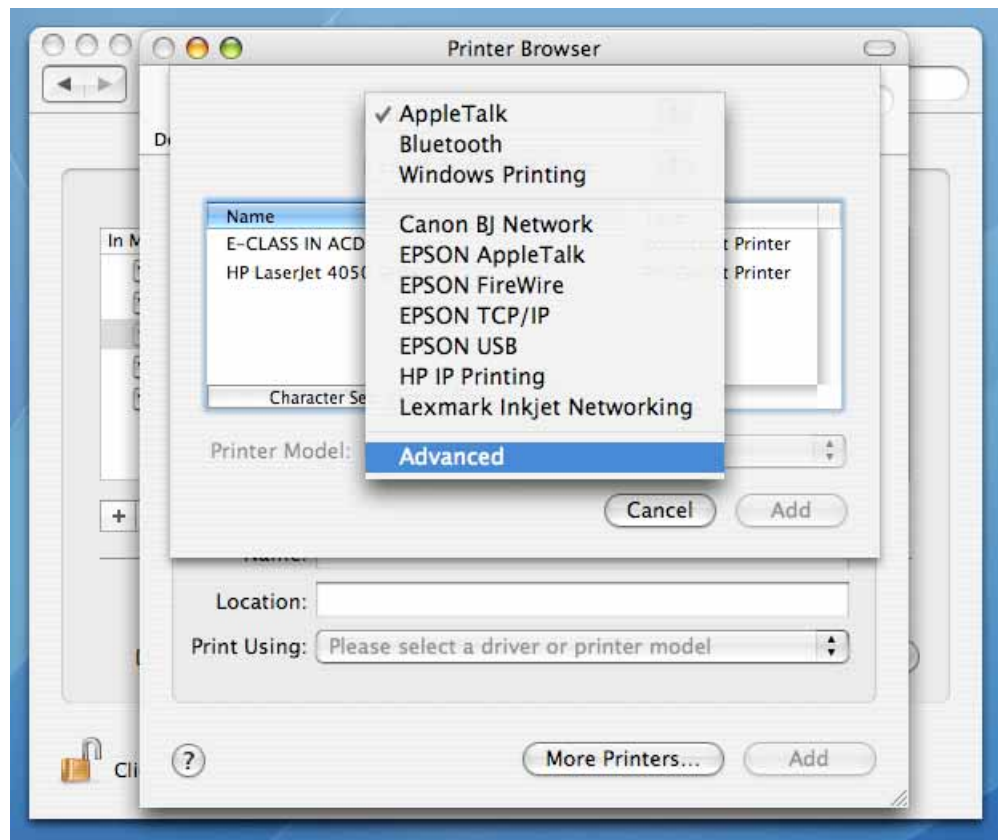
## Step 5:

We are modifying the first drop down menu.

Note that yours may not currently display AppleTalk like the screenshot. That should not matter.

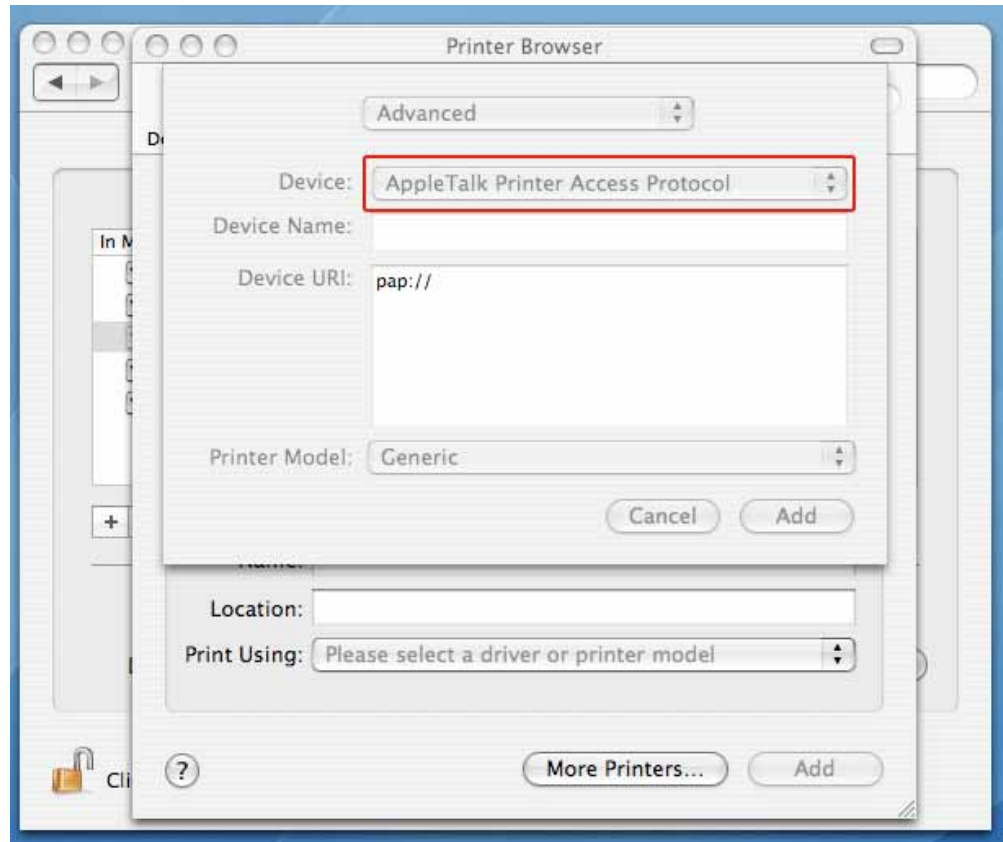


In the menu, select "Advanced."

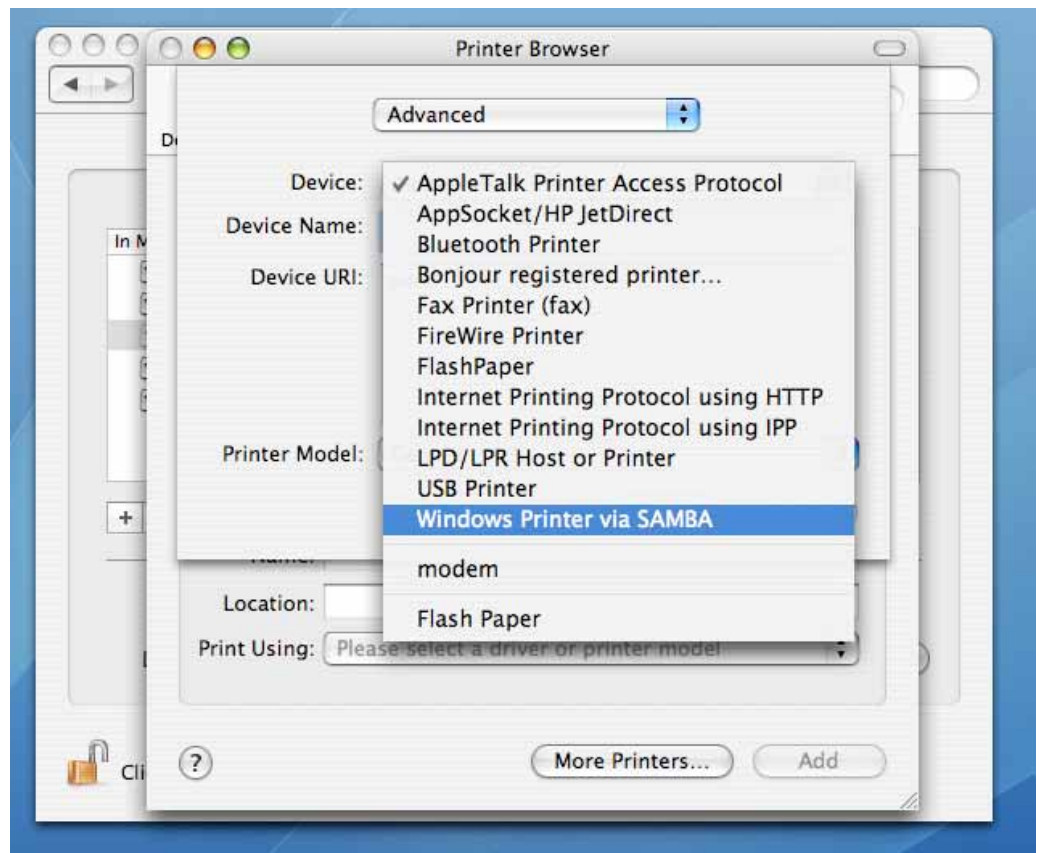


## Step 6:

Next we modify the second drop down menu, which again, yours may not display the same current option as that in the screenshot.



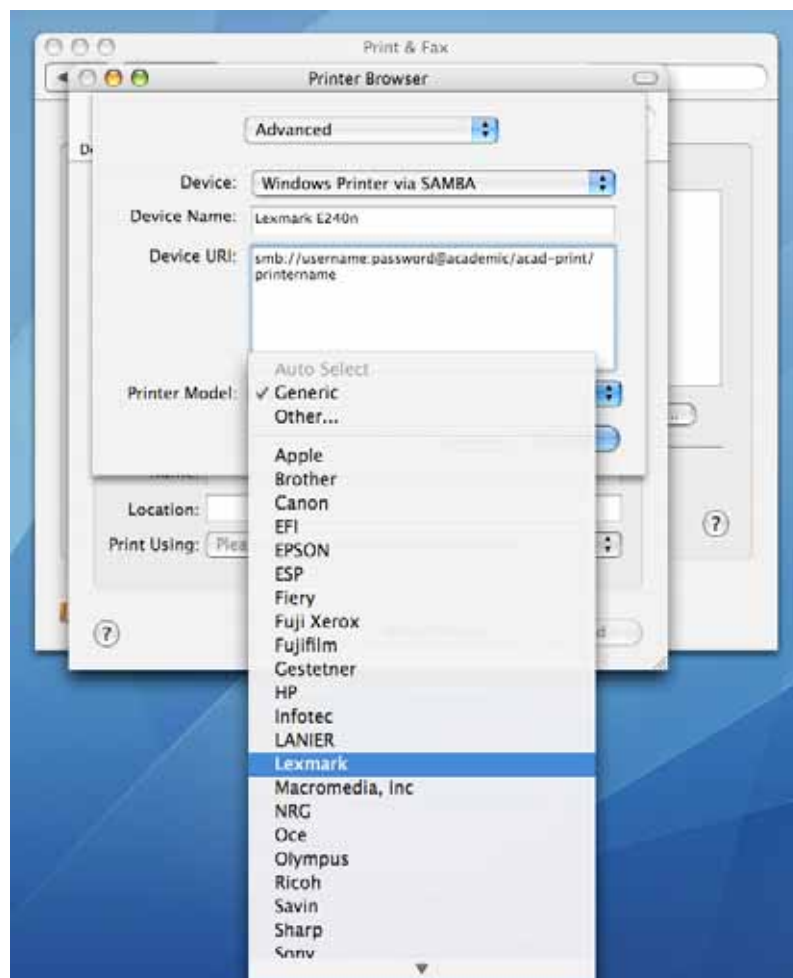
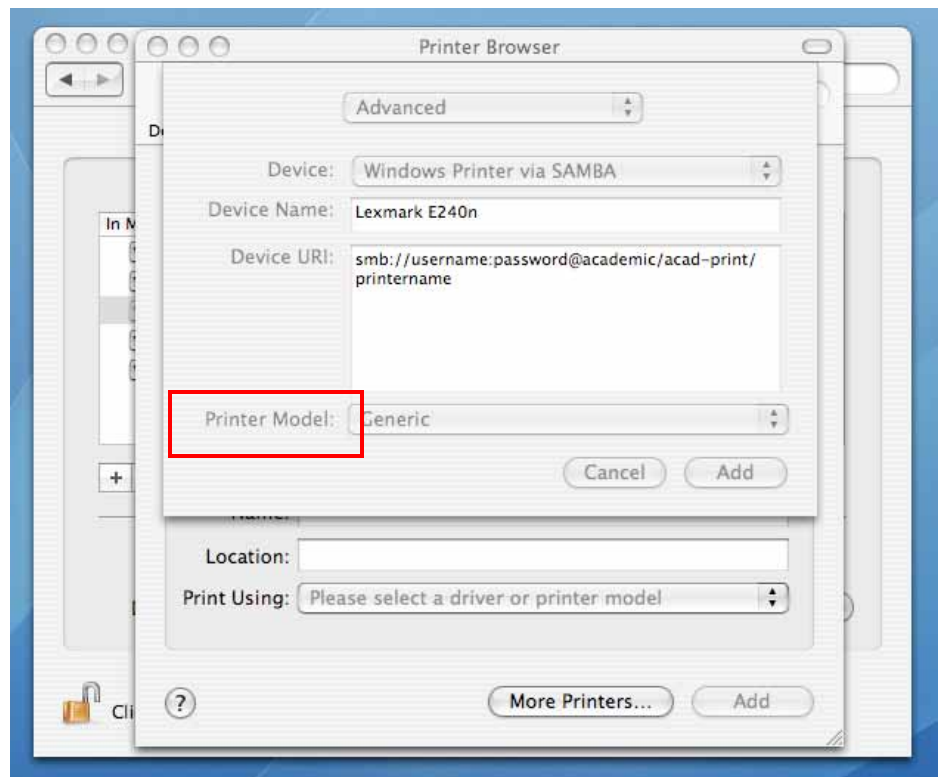
In the second drop down menu, select "Windows Printer via SAMBA."



## Step 7:

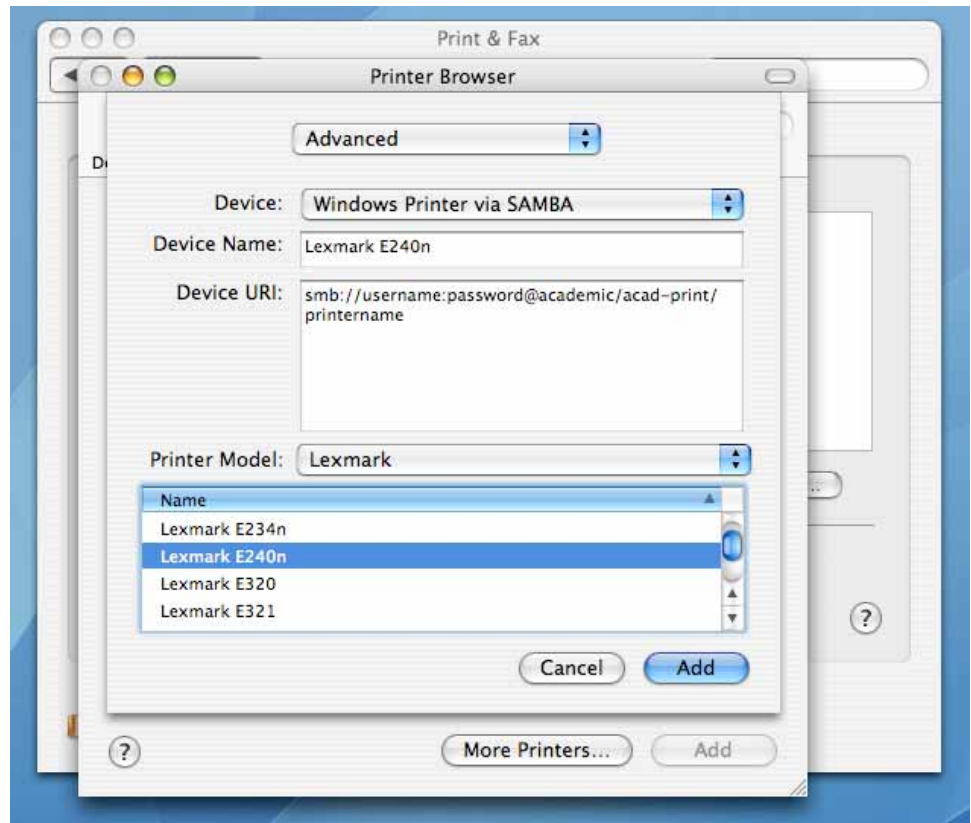
Enter your settings as shown in the screenshot, replacing “username” with the username you use to log in to computers on campus, replacing “password” with your password (which it will display, but don’t worry, there is no security risk), and replacing “printername” with the name of the printer, which you will be provided by Academic Computing.

Next we modify the “Printer Model” drop down menu. Select “Lexmark.”



## Step 8:

After selecting “Lexmark” as the printer model, select “Lexmark E240n” in the last scrolling menu on the bottom under the heading “Name.” If “Lexmark E240n” is not an option, please contact Academic Computing for further assistance.



That's it! Your printer is now installed!

