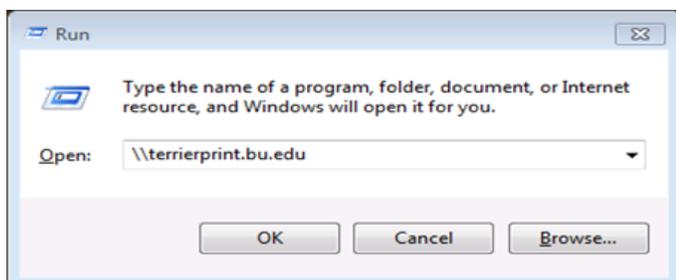


Printing from your laptop to any Boston University MyPrint printer!

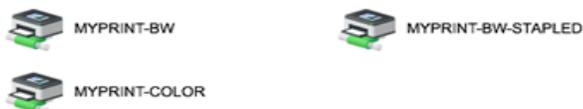
BU uses a system called **MyPrint** for student printing. Full-time grad students usually receive an allotment of **500 free printed sheets (or \$40.00) per semester**. You can set up a personal computer to print to these MyPrint printers! The printer in the STH Library is located next to the scanners. Hit "print," swipe your **BU ID in the card swipe** (or enter username and password on the printer) and **select the document you wish to print**. You only need to complete this step once! **Having trouble setting up to your computer? Visit www.bu.edu/myprint and choose "Web Print."**

Add MyPrint w/ Windows

1. Go to the Start Menu and select **Run**. If you do not see "Run" (Windows 7 and above) go to "Search Programs and Files" and type "Run."
2. Within the Run window, type `\\terrierprint.bu.edu` and click **OK**.



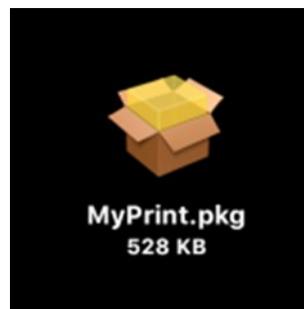
3. When prompted, **enter your BU Login name in AD\login format** (if your email is rhett@bu.edu, AD\login will look like AD\rhett), and your **BU password**. Then, **save the password**.
4. A window will appear that displays available printers. Double click the printer you wish to add.



5. The driver will automatically be downloaded and installed. If prompted, indicate that you "Trust the source" and "Install."
6. Once you've installed all the printers you want to install, close the terrierprint.bu.edu window. **You will not need to add the printer again!**

Add MyPrint w/ Mac OS 10.7X & up

1. Visit the following website: <https://www.bu.edu/tech/services/support/printing/myprint/myprint-configure/>.
2. Once there, click on the link to download the printer Installer package .
3. After clicking the link, double-click the My-Print.pkg icon. Then follow the installer directions.



4. When attempting to print for the first time from your laptop, you will be asked to type in a username and password. Your Apple ID may autofill in the username bar. **Delete everything and type in your BU Username and Kerberos password into these fields.**
5. Make sure you save the information you entered to your keychain. You will not need to add the printer again!

If you use an older version of the Mac OS, visit the link in the top of this box, and follow the instructions to install the MyPrint printer manually.