

Art & Design Students - Printing on Campus

Please Confirm you are connected to the SU_Student wireless network.
Open & run the PC Print Deploy Client

- Mac Users
 - <smb://srv-pc-print.adm.suffolk.edu>
 - Enter your Suffolk credentials.
 - User name should be in the form of adm\yourusername or yourusername@adm.suffok.edu
 - A new window opens - click on pcclient
 - Open Art-and-Design folder
 - Open Mac OS folder
 - Copy the file pc-print-deploy-client[srv-papercut.adm.suffolk.edu].dmg to your downloads or desktop folder, open the dmg and run the installer.

- Windows Users in the search bar type:
 - <smb://srv-pc-print.adm.suffolk.edu/pcclient/Art-and-Design/Windows>
 - Enter your Suffolk credentials
 - User name should be in the form of adm\yourusername or yourusername@adm.suffok.edu
 - Copy the file pc-print-deploy-client[srv-papercut.adm.suffolk.edu].msi to your downloads or desktop folder, and double click to run the installer.
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- Once complete, open the Print Deploy Client
 - For Windows: This can be found in bottom right of the taskbar – small icon looks like a printer
 - For Mac: This can be found in the upper right part of the screen – small icon looks like a printer

- Choose View Printers
 - A window will appear listing all available printers and plotters.

- Click Install button next to the printer you intend to use.
 - Printers are named based on location.
 - You will be prompted to login using your Suffolk credentials.
 - Once installed, you will see the printer listed in your available printers.

PLOTTERS – For macOS ONLY

- After installing all 6 plotters, go to <smb://srv-pc-print.adm.suffolk.edu>
- A new window opens - click on pcclient
- Open Art-and-Design folder
- Open Mac OS folder
- Open canon plotters folder
- Open the folder for your version of macOS.
- Copy the two .dmg files to your desktop or downloads folder.
- Open the .dmg files and run the enclosed installers.

If you have any issues or questions, please contact the service desk at 617.557.2000 or servicedesk@suffolk.edu.