CHAPTER 12: Printing Files

Introduction:
The printer is one of the indispensable peripherals of a computer.

In this chapter, you will learn how to:
- How to configure a printer device
- Print files

Situation:
As the computer laboratory's system administrator, you need to configure the computers in the laboratory to print to a networked printer (server). The server printer is already configured so you only have to setup the clients which are the computers used by the students.
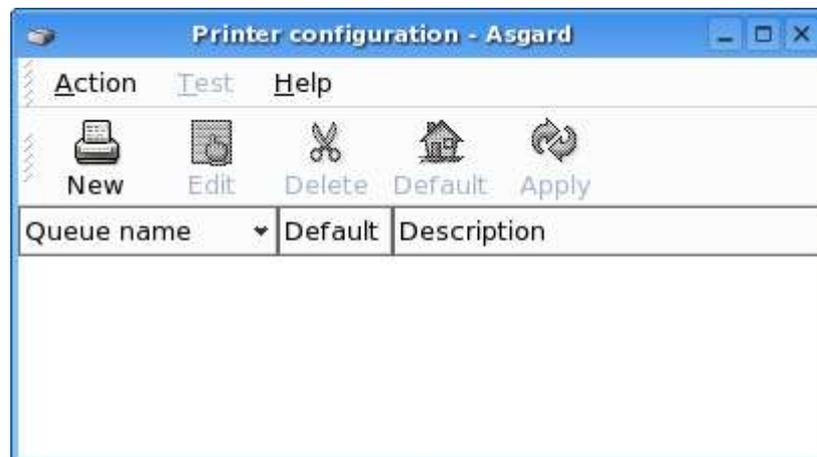
The networked printer is a HP LaserJet 4100 shared as a Windows printer server and its address is10.10.5.254.

Tasks:
1. Take note of the ip address of the printer server.
2. Launch the Printer Configuration Wizard.
3. Configure the printer.
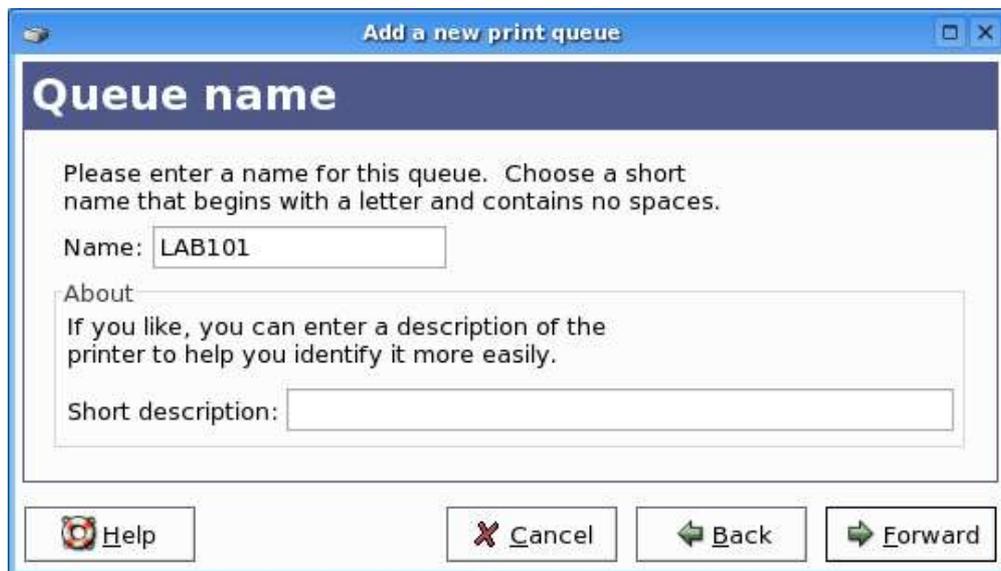4. Print a test page.
5. Print a file.

Solution:
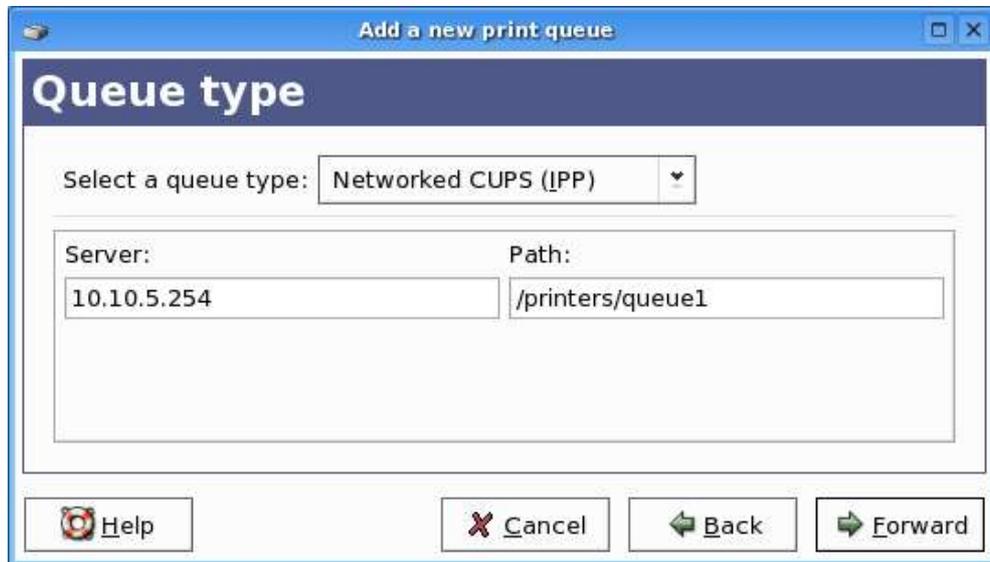1. Click *Start Applications->System Settings->Printing*. Press the "New" button.

2. The "Add a new printer queue" dialog will be launched. Press the "Forward" button to add a new print queue.

3. Change the printer queue name to "LAB101". This will be the name used to refer to this printer queue. Press "Forward" button.
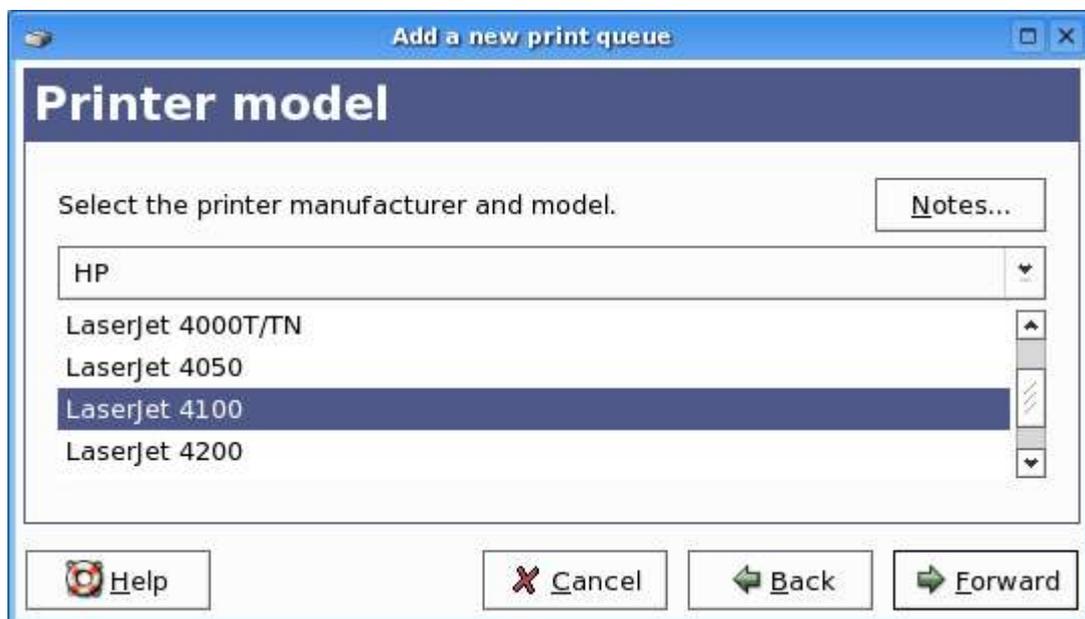
4. Select queue type "Networked CUPS (IPP)", and enter the Server address (10.10.5.254). CUPS or the Common Unix Printing System provides a common printing interface across a local network. It also provide interface with Windows printers.
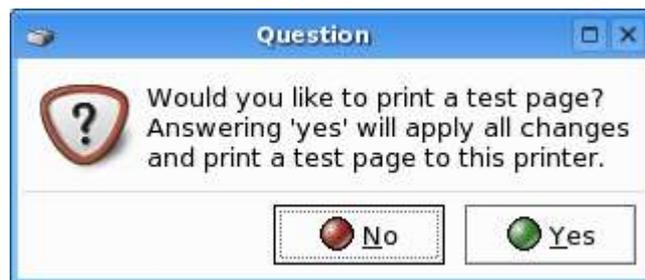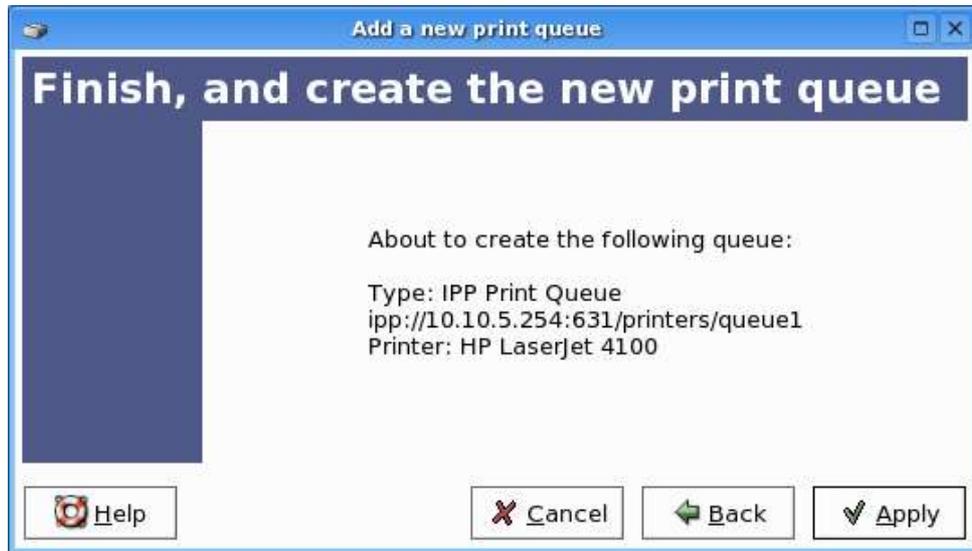

   Press "Forward" button.

5. Select your printer manufacturer "HP" from the drop down menu and the model "LaserJet 4100" from the list. Press "Forward" button.
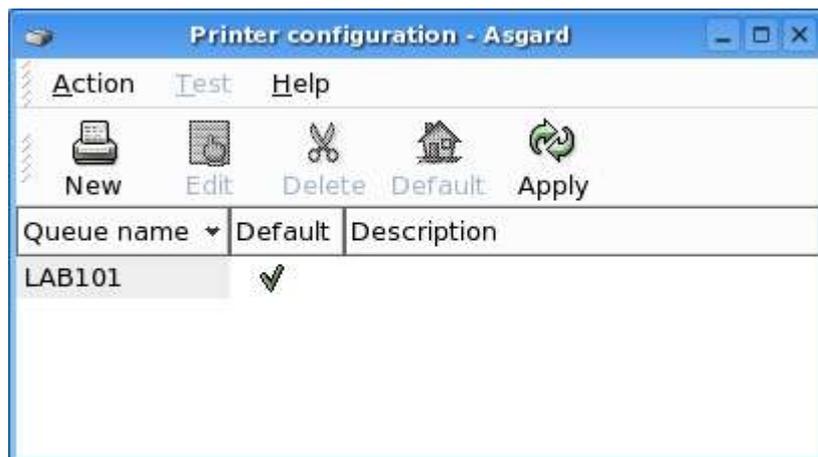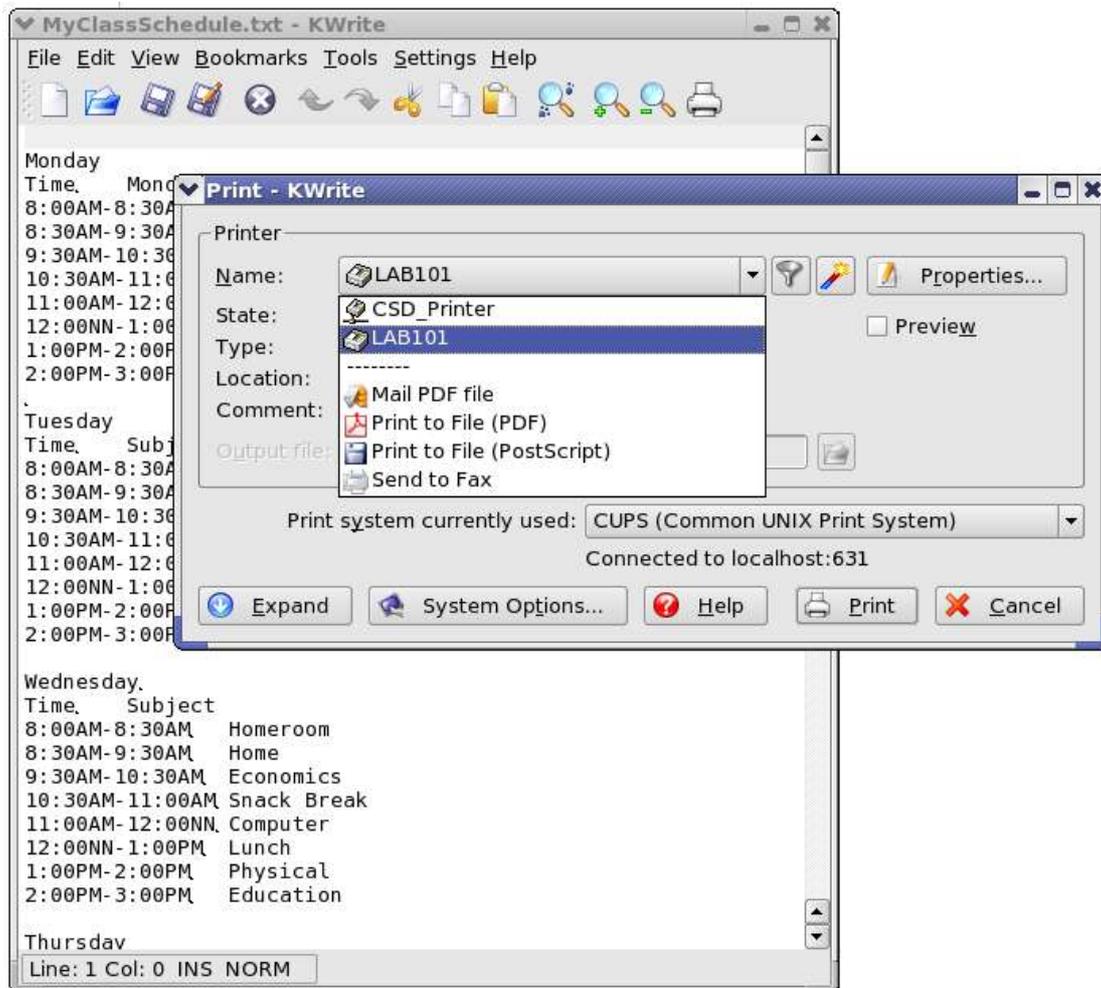
6. Press the "Apply" button to save the new printer queue. You will then be asked to print a test page, click "Yes" button to print the test page.

7. Press *Action->Quit* to exit the Printer Configuration Wizard.

8. To print your file "MyClassSchedule.txt", open the file and on the menu click *File->Print*. On the "Print" dialog select the name "LAB101" on the Name drop down menu. Select "CUPS (Common Unix Print System)" on the "Print system currently used" drop down menu. Click "Print" button to print the file. You can also click the "Expand" button to see more options in printing like the range of pages to print.

Summary:

You are now able to**:**

- How to configure a printer device
- Print files