

# Print Limit Pro User Documentation

## I. Print Limit Pro Client Installation

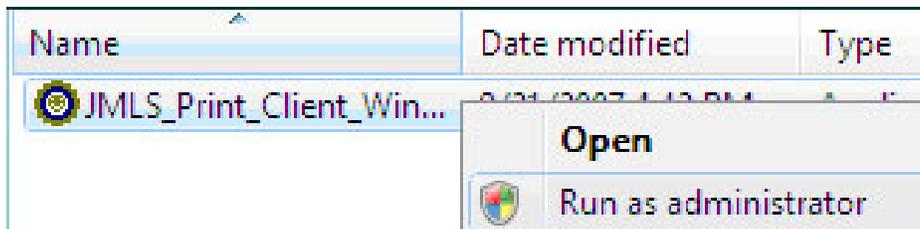
\*In order for the print client to successfully install, it is **necessary** that you are connected to the JMLS Student network.

### A. Windows Operating Systems (XP or Vista)

1. Select and download the corresponding version of Print Limit Pro software from the IT pages (XP or Vista).

2. **Vista Users**

Once the download finishes, go to the location where the installer was downloaded (i.e., **My Downloads**). **\*Instead of double-clicking the installer, right-click the installer, and then left-click "Run as administrator"**. When prompted with the security alerts, acknowledge that the program is allowed/safe to start the installation.



### XP Users

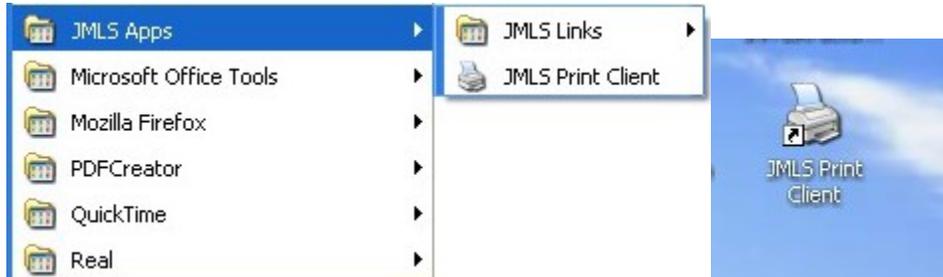
Once the download finishes, go to the location where the installer was downloaded (i.e., **C:\Temp, desktop, ect**), and double-click on the installer. Depending on your computer's security protection, you may receive a prompt such as the one below, asking for your confirmation to run **JMLS\_Print\_Client.exe** . If you do receive this prompt, click run (or in other security software cases, **allow**.)



3. After the installer is launched, click on the start button to initiate the installation. Once the installation is complete, Click **OK**.



4. Once the installation is complete, you should notice the following icons on your desktop and in your Start Menu. At this point you have completed the print client installation.



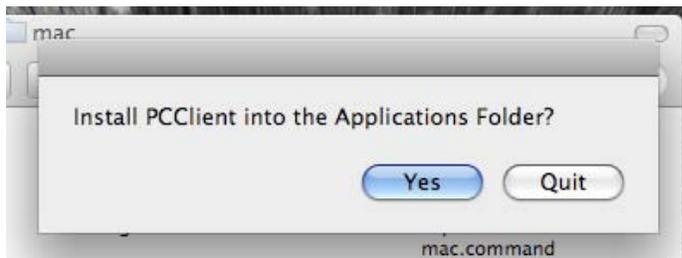
## B. Mac OS X

### (i) Print Client Installation

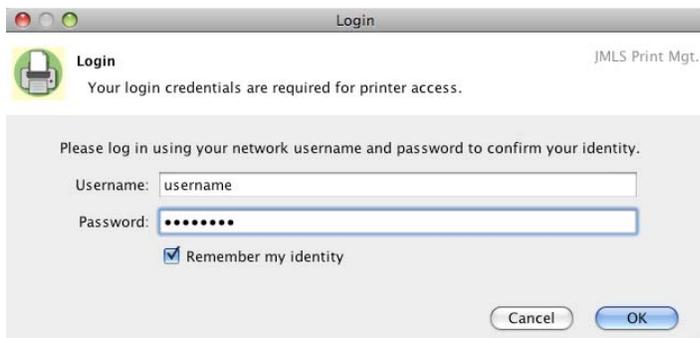
1. Select and download the Mac version of Print Limit Pro software from the IT pages
2. Once the download finishes, go to the location where the zip file was downloaded and double-click the zip file to extract its contents.
3. Once extracted double-click on the **client-local-install** installation script.



4. Click **Yes** to install the print client.

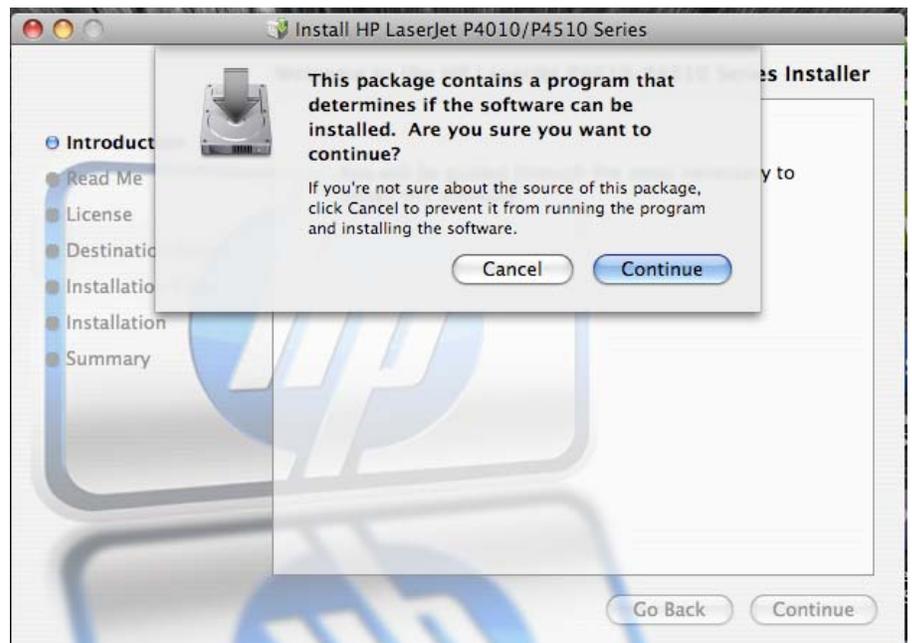


5. Once the installation is complete, enter your John Marshall account username and password when prompted.

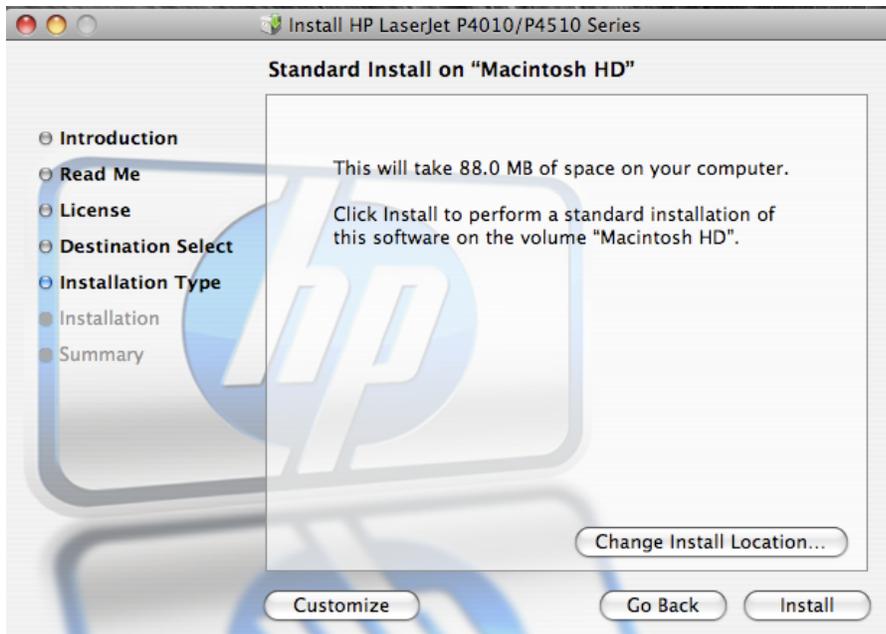


## (ii) Print Driver Installation

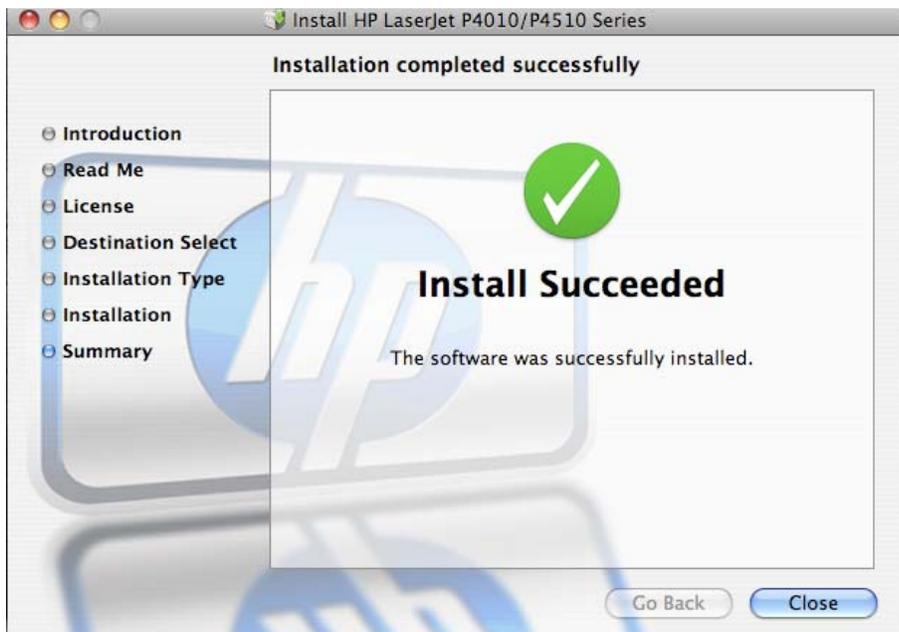
1. Once the print software is installed, you now have to download the print driver for the printer. This driver can be found on the John Marshall IT page.
2. Once the download finishes, go to the location where the zip file was downloaded and double-click the zip file to extract its contents.
3. Double-click the driver installer, click **Continue**, and accept the license agreement.



4. Click **Install** to initiate the driver installation.



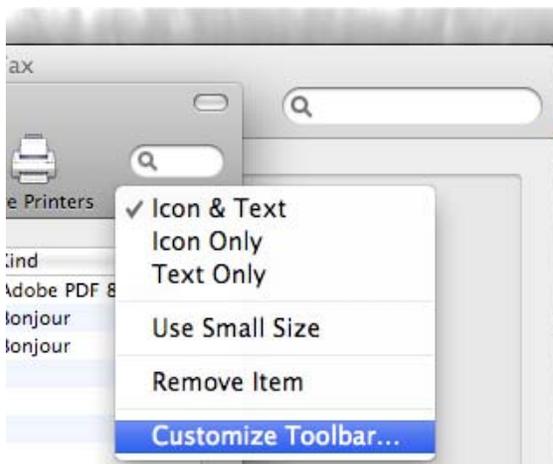
5. Click **Close** once the install is complete.



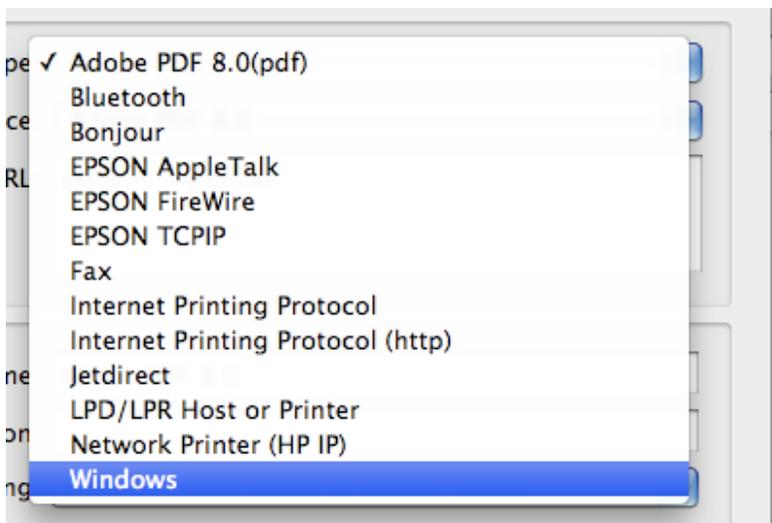
### (iii) Connect to printers

1. Click on the Apple menu in the upper left hand portion of the screen and select **System Preferences**.
2. Click on **Print & Fax**.
3. Click the (+) to add a printer
4. **Tiger:** Hold down the control or option key on the keyboard while clicking **More Printers** and select **Advanced** from the top drop-down list.

**Leopard:** Hold down the control key on the keyboard while clicking the toolbar and select **Customize Toolbar**. Drag the **Advanced** icon to the toolbar. Click the newly added **Advanced** button.

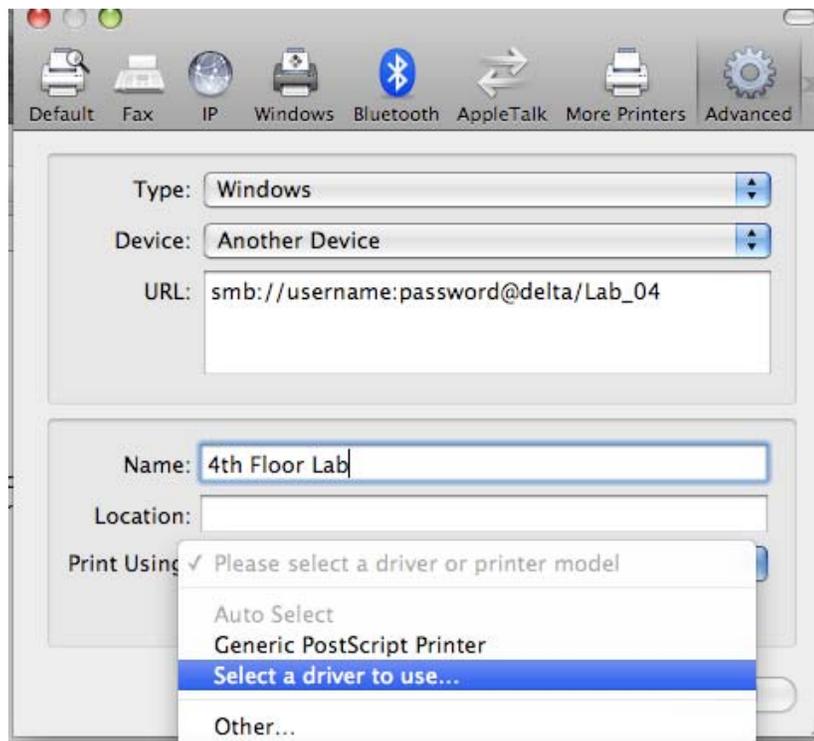


5. Select a **Windows** device type, or **Windows Printing via Samba** on Tiger.



6. For the URL, type in **smb://username:password@delta/printername** where you substitute the following values:
- **Username and password:** Your John Marshall Account's username/password combination
  - **Printername:** **Lab\_04** (4<sup>th</sup> Floor Printer) or **Lab\_05** (5<sup>th</sup> Floor Printer)

Make sure that in the **Name** field you specify whether the printer is the 4<sup>th</sup> or 5<sup>th</sup> Floor printer.

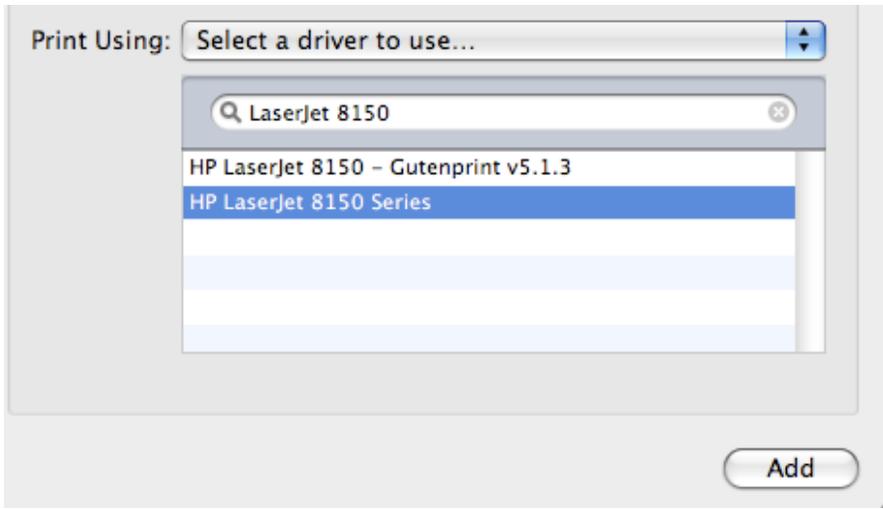


7. Click the **Print Using:** drop down menu and select **Select a driver to use**

8. In the available field, type the following depending on the printer you are adding:

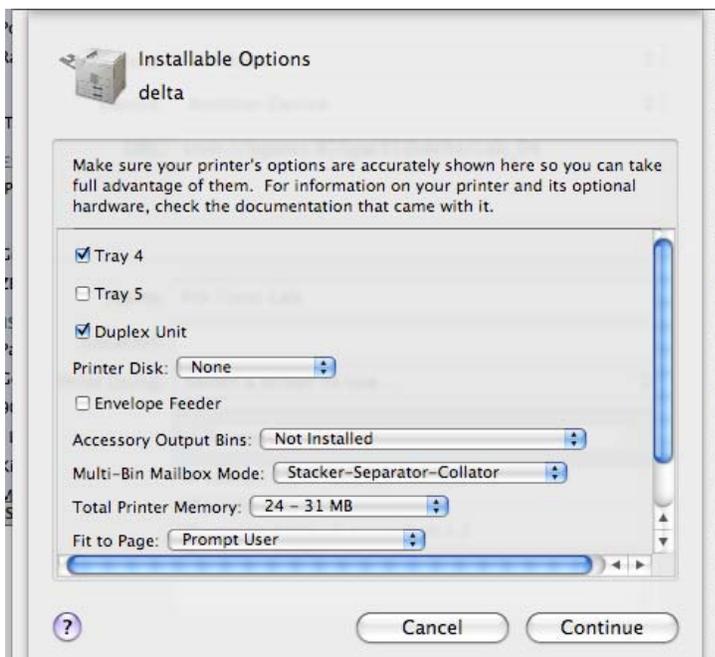
**LaserJet 8150**            4<sup>th</sup> Floor Printer  
**LaserJet P4010**         5<sup>th</sup> Floor Printer

Select the print driver and click **Add**



9. Make the following selections:

**LaserJet 8150:** select **Tray 4** and **Duplex Unit**, then click **Continue**.



**LaserJet P4014:** select **HP LaserJet P4014** from the **Printer Model** drop down menu, then click **Continue**.



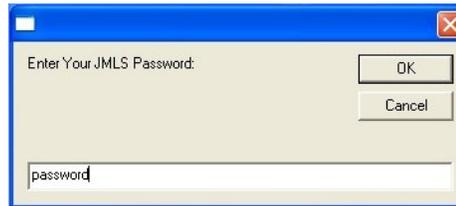
## II. Using Print Limit Pro

### A. Windows Operating Systems (Windows XP/Vista)

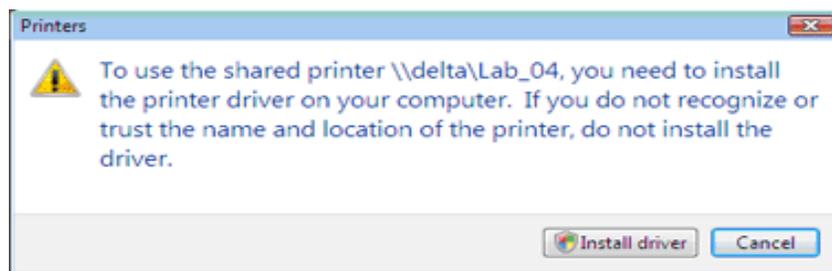
1. Double-Click on the Print Limit Pro icon on your desktop. Since we have customized the program, the initialization of the program requires the **JMLS PrintClient.vbs** script to run. If your laptop has a security suite installed, it will require your confirmation to run this script.



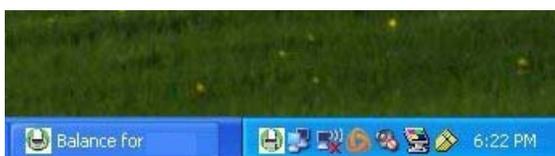
2. When prompted, enter your username and password.



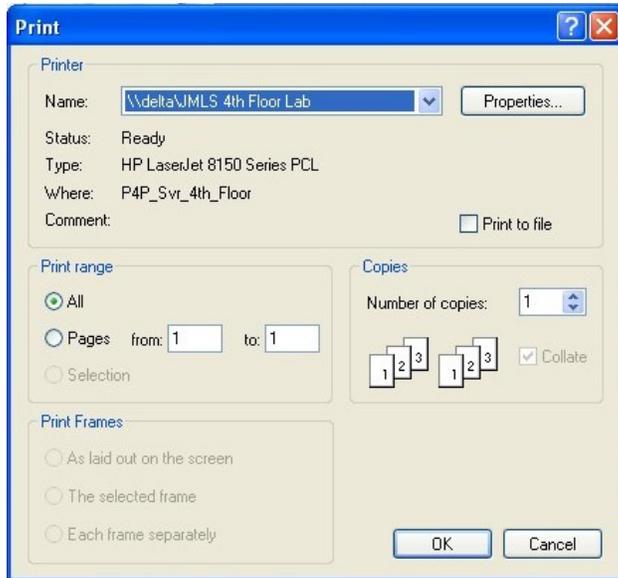
(Vista users: The 1<sup>st</sup> time you enter your password, you will receive this prompt. Click on **Install driver** for each printer)



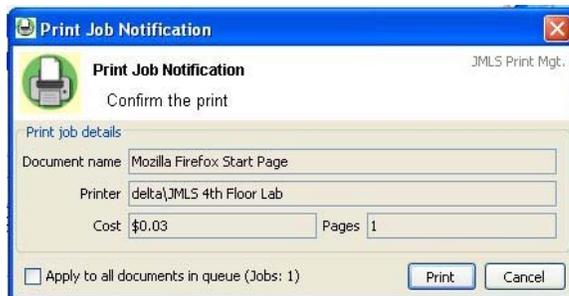
3. Once the program has successfully launched, you will see the program window in the upper right-hand corner of your display, and in your system tray.



4. The printing function of Windows is the same. Select your desired printer, and click OK. Should be listed in your printers menu as the following:  
**\\delta\JMLS 4th Floor Lab**  
**\\delta\JMLS 5th Floor Lab**



5. Once the print job is sent, you should get the following notification. Click the **Print** button to release the job. Shortly after the job has been released to the printer, the amount will be deducted from your account, and the dollar amount will decrease in your Print Limit Pro program window.

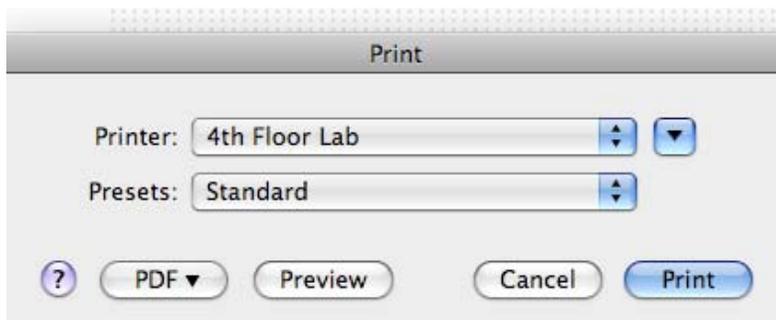


## B. Mac OS

1. Launch the print client by double-clicking the icon on the desktop.



2. Open the document that you want to print, and select the desired printer from the **Printer:** drop down menu. Click **Print**.



3. You may be prompted for your username and password. If so, enter as seen below. You may optionally click **Remember this password in my keychain** so you aren't prompted in the future.



Enter your name and password to print to the printer "4th Floor Lab".

Connect as:  Guest  
 Registered User

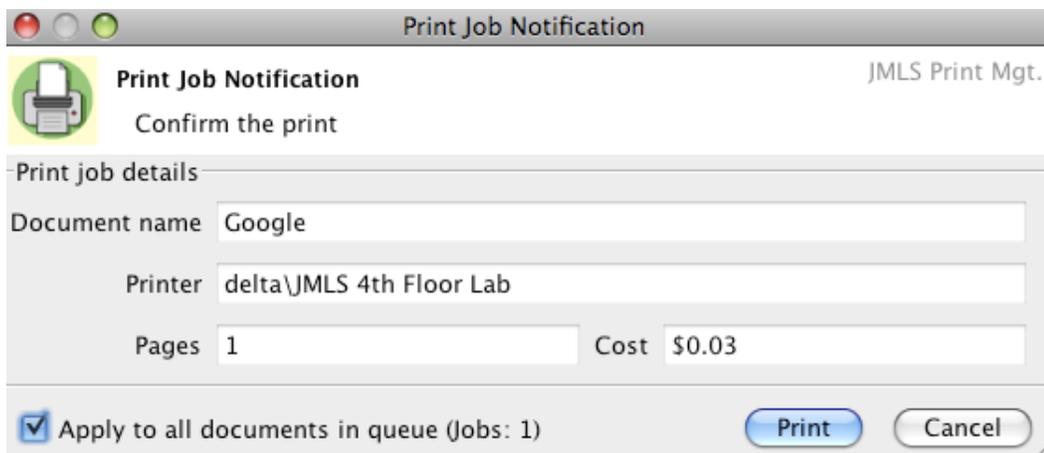
Name:

Password:

Remember this password in my keychain



4. Once the print job is sent, you should get the following notification. Click the **Print** button to release the job. Shortly after the job has been released to the printer, the amount will be deducted from your account, and the dollar amount will decrease in your Print Limit Pro program window.



Print Job Notification JMLS Print Mgt.

 **Print Job Notification**  
Confirm the print

Print job details

Document name

Printer

Pages  Cost

Apply to all documents in queue (Jobs: 1)

### III. Your Print Limit Pro Account

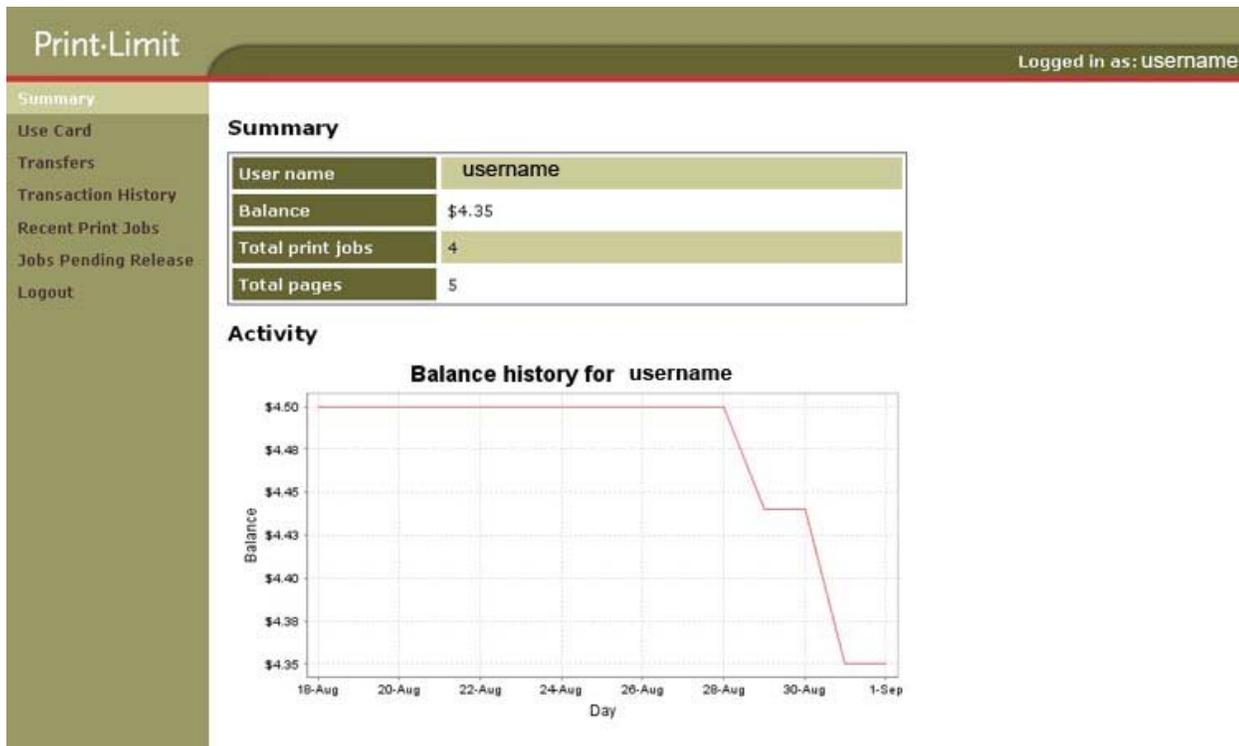
1. Your Print Limit Pro Account information can be accessed by clicking on the **Details...** link located in the lower right-hand corner of your **Print Limit Pro** program window.



2. You will be directed to a secure website. If your username is not in the username field, enter your username, and your password in the password field. Click the **Login** button.

A screenshot of a login form titled "Print-Limit Pro". The form has a light gray background and contains the following fields: "Username" with the text "username", "Password" with masked characters "xxxxxxxx", and "Language" with a dropdown menu set to "English". A "Login" button is located at the bottom right of the form.

- Once you have been authenticated, you will see the following screen. This screen displays your printing statistics, and is also where you add printing value to your account.



- Click on the **Use Card** link in the left hand portion of your window.
- Enter the code from the card and press the **Use Card** button to add the value of the card to your account. Once the code is entered, the value of the card is transferred to your account, and the card is no longer valid.

The 'Use Card' form is displayed. It includes a left-hand navigation menu with 'Use Card' highlighted. The main content area is titled 'Use Card' and contains the following text: 'Enter the Card number and press the "Use Card" button.' and 'NOTE: All requests to use a cards are logged.' Below this is a form with a 'Card number' label and an input field. A 'Use Card' button is located at the bottom right of the form.