

Add the Windows Shared Printer to Your Mac

1. Launch **System Preferences** from menu.



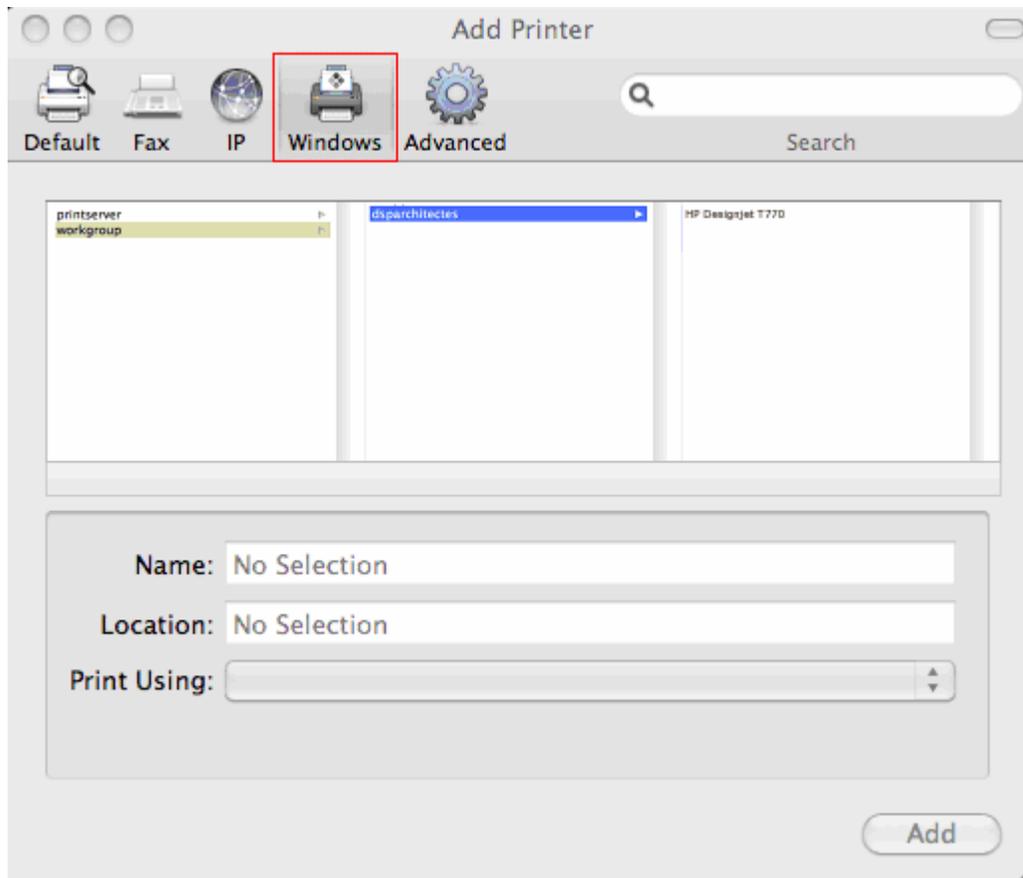
2. Click the '**Print & Fax**' icon in the System Preferences window.



3. The Print & Fax window will display a list of currently configured printers and faxes that your Mac can use.
4. Click the **plus (+) sign**, located just below the list of installed printers.



5. **The printer browser window will appear.**
6. **Click the 'Windows' toolbar icon.**
7. **Click the workgroup name in the first column** of the three-pane printer browser window.
8. **Click the computer name** of the Windows machine that has the shared printer connected to it.
9. **You may be asked to enter a user name and password** for the computer you selected in the step above.
10. **Select the printer you configured for sharing** from the list of printers in the third column of the three-pane window.



11. **From the Print Using dropdown menu, select the driver that the printer needs.** The Generic PostScript Printer driver will work for almost all PostScript printers, but if you have a specific driver for the printer, click 'Select a driver to use' in the dropdown menu, and select the driver.
12. **Click the 'Add' button.**
13. **Use the Default Printer dropdown menu** to set the printer you want to use most often. The Print & Fax preferences pane tends to set the most recently added printer as the default, but you can easily change that by selecting a different printer.

Mac OS X: Cannot locate a shared Windows printer

Summary

In Mac OS X 10.3 and later, Printer Setup Utility allows you to add a printer that's being shared by a Microsoft Windows PC. However, Printer Setup Utility may not see some shared Windows printers. Here are some reasons why and what you can do about it.

The printer name contains more than 12 characters

Only printer share names that contain 12 characters or less will be displayed in Printer Setup Utility when browsing for a Windows printer.

Incorrect Windows username or password when adding a Windows printer

Printer Setup Utility will prompt you for a username and password when adding a shared Windows printer. These fields can be left blank if the computer sharing the printer is set up to allow guest users to see and print to the shared printer.

If the computer that's sharing the printer is set up so that only specific users can see the printer, the printer list will be blank if the wrong user (or no user) is entered. Contact the administrator of the computer sharing the printer to determine what username and password to use.

The computer sharing the printer is on a different subnet

Printers shared by Windows PCs that are on a different subnet than your Mac will not be listed.

The shared printer's comment contains special characters

If one of the shared Windows printers has a Return character (which isn't displayed) at the end of its comment (description), any printers that should appear after it will not be displayed.

To resolve this, go to the computer that's sharing the printer and remove any Return characters (or other special characters) from the printer's comment.