

Background

While the ideal “shared” network printer is a laser printer connected directly to a network, via its own ethernet connection, networked computers can also share a common USB printer, which is connected to one of the computers on the network.

This document describes how to setup the sharing of a USB printer, and how to access the shared printer from networked computers.

1. **Sharing Your USB Printer**

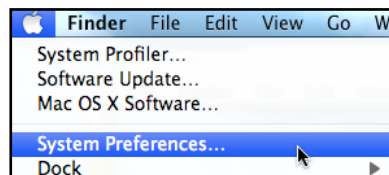
1.1. Connect your printer to the USB port of your “host” computer.

1.2. Follow the manufacturer’s instructions, and install any software, if necessary.

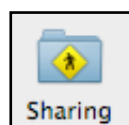
While *Mac OS X* supports many common printers with built-in drivers, it is always worth checking the printer manufacturer’s site for any recent updates.

1.3. Print a test page from the host computer, to make sure that the printer is connected and functioning correctly.

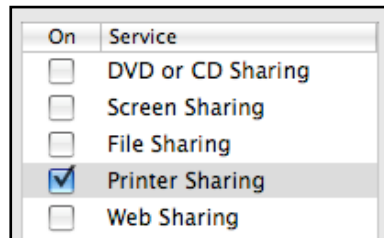
1.4. Choose **System Preferences** from the **Apple** menu.



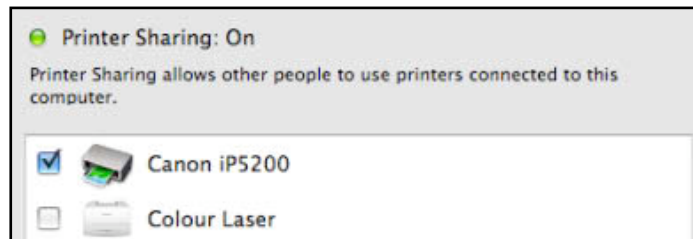
1.5. Click on the **Sharing** icon.



1.6. Tick to enable **Printer Sharing**.



1.7. On the right side of the **Printer Sharing** window, tick to enable specific printers to be shared.

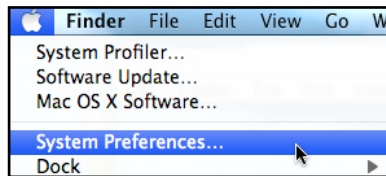


Note: Only those printers connected directly to your computer should be shared. It is likely that other printers listed are already network enabled, or being shared by other hosts.

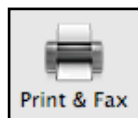
1.8. Close the **System Preferences** window.

2. Accessing Your Shared USB Printer

- 2.1. Working at another network computer, open **System Preferences**.



- 2.2. Click on the **Print & Fax** icon.

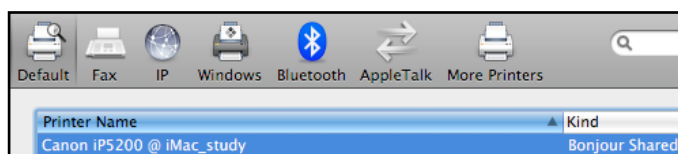


- 2.3. Click on the **+** button at the bottom of the list of available printers.



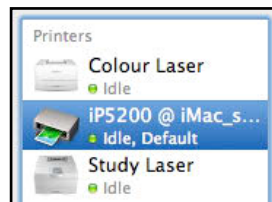
Note: The "host" computer must be powered on for you to access the shared printer!

- 2.4. Under the **Default** icon, select the shared printer, which will be identified by both the printer name and the host computer name.

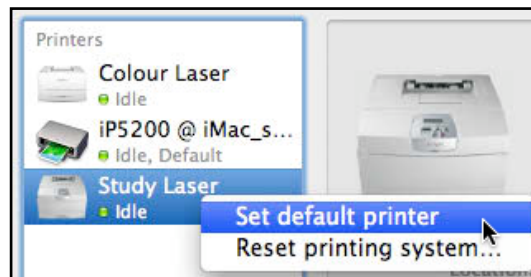


- 2.5. Click on the **Add** button, at the bottom of the window.

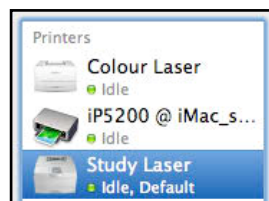
- 2.6. The newly-shared printer will now be added to the list of available printers, as the **Default** printer.



- 2.7. If you do not want this particular printer to be the **Default** printer on this computer, either right-click (or cntrl-click) on the printer that is to be the **Default** printer, and choose



That printer will now be set as the **Default** printer.



- 2.8. Close your **System Preferences** window.

The printer sharing process is now complete.

Repeat the process on any other computers that will be accessing the shared printer, or make an “image” of the correctly setup computer and clone this image to other network computers.