Wireless Printing Installation Guide for macOS (KM BH454e)

A. Introduction

1. This guide outlines the steps required to connect **Apple OS X / macOS (10.9 or later)** to following designated **Konica Minolta bizhub 454e** printers for HKMU Wireless Printing service (Service) on campus.

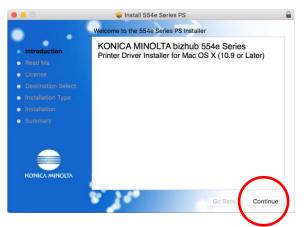
Campus	Printer Location	Printer	Printer Installed Options	B&W /
		Name		Colour
Main	B0410 (Service Room)	B04A-BW	• Paper source unit: PC-410	B&W
Campus	Block B, 4/F	B04D-BW	• Finisher: None	
	C0414 (Discussion	C04A-BW	Punch Unit: None	
	Room)		• Tick Hard Disk	
	Block C, 4/F		• Tick Secure Print Only	
	Stanley Ho Library,	Lib-SH1	Untick Allow Public User	
	2/F	Lib-SH2	• Tick 1200dpi Rendering Op.	
		Lib-SH5		
	Lift Lobby	C03A-BW	• Paper source unit: PC-210	
	Block C, 3/F		• Finisher: None	
	Stanley Ho Library,	Lib-SH7	• Punch Unit: None	
	1/F		• Tick Hard Disk	
			• Tick Secure Print Only	
			Untick Allow Public User	
			• Tick 1200dpi Rendering Op.	
Jockey	Lift Lobby,	D07A-BW	• Paper source unit: PC-410	
Club	Block D, 7/F		• Finisher: None	
Campus	Outside E0617 (Kwoon	E06A-BW	• Punch Unit: None	
	Chung Bus Group		Tick Hard Disk	
	Collaborative Study		• Tick Secure Print Only	
	Room),		Untick Allow Public User	
	Block E, 6/F		• Tick 1200dpi Rendering Op.	
	Ho Sik Yee Library,	Lib-HSY2	• Paper source unit: PC-210	
	5/F		• Finisher: None	
			• Punch Unit: None	
			• Tick Hard Disk	
			• Tick Secure Print Only	
			Untick Allow Public User	
			• Tick 1200dpi Rendering Op.	

2. Hong Kong Metropolitan University (HKMU) is unable to guarantee this Service is available as individual computer may have restrictions/issues preventing it from printing in this manner.

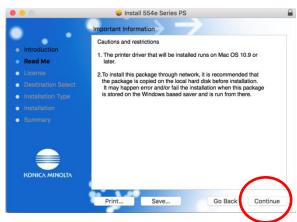
3. Since slight variations may occur with difference OS X / macOS versions, you are advised to study this guide and refer to their user manuals whenever necessary.

B. Conect to HKMU campus WiFi network "HKMU

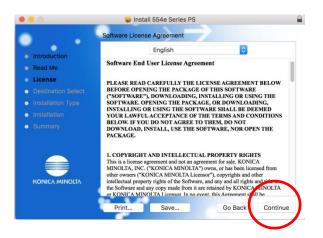
- C. Download and install the printer driver for Konica Minolta bizhub 454e (one-time process) Before printing, you are required to perform a one-time driver installation
 - 1. Your login account at your Mac must be with administrator privileges for the installation.
 - 2. Download the printer driver file by entering the following URL into your browser: http://www.hkmu.edu.hk/~ituwww/wlan/wprint/554e_Series_v5.4.0_A4.zip
 - 3. Double-click on the downloaded file, then double-click on the .pkg file inside and follow the prompts to install printer driver which is for the Konica Minolta bizhub 554e series.
 - 4. Follow the installer, click "Continue"



5. Click "Continue"



6. Click "Continue"



7. Click "Agree"



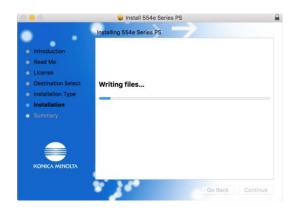
8. Click "Install"

	🥪 Install 554e Series PS
•	Standard Install on "Macintosh HD"
Introduction Read Me License Destination Select Installation Type Installation	This will take 20.9 MB of space on your computer. Click Install to perform a standard installation of this software on the disk "Macintosh HD".
Summary	
	Go Bac Install

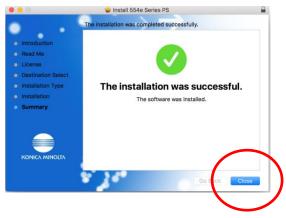
If prompted, enter your Mac's administrator username and password. If you are the only
person using the Mac, it is the username and password you use to log in to the Mac. Then, click
Install Software to begin the installation.

	trying to install new software. Type ord to allow this.
Username:	
Password:	
	Cancel Install Software

10. The driver installation is in progress.



11. Click "Close" to continue



D. Set up the printer on your Mac

1. Click the **System Preferences** icon side of your screen), or;

Choose Apple menu at the top-left of the screen (click the Apple logo) > System Preferences.

in the Dock (the bar of icons that sits at the bottom or



2. In System Preferences, click "Printers & Scanners"

•••	< >		System P	references		Q Search	
General	Desktop & Screen Saver	Dock	Mission Control	Language & Region	Security & Privacy	Q Spotlight	Notifications
CDs & DVDs	Displays	Energy Saver	Keyboard	Mouse	Trackpad	Printers & Scanners	ound
iCloud	(@) Internet Accounts	Extensions	Network	Bluetooth	Sharing		
Users & Groups	Parental Controls	App Store	Dictation & Speech	Date & Time	Startup Disk	Time Machine	Accessibility
U Tuxera NTFS							

3. Click "+" to add a printer

Note: You may need to enter your administrator username and password of your Mac.



4. Position the mouse cursor in the empty space to the right of the *Windows* icon, and right click (on a trackpad, use a two-finger tap). Then, select "**Customize Toolbar...**".

	Add					
요 🛞 📹	Q Search					
and IP Windows	✓ Icon and Text Icon Only Text Only Hide Toolbar	Search				
	Use Small Size Customize Toolbar	כ				
Name:						
Name: Location:						
		٥)				

5. Drag the "Advanced" icon to the toolbar as shown.

Default IP	Windows			:	Search	
rag your fav	e rite it ems i	nto the t	oolbar			
	Ö		Q	Q		
Windows	Advanced	IP	Default	Search	Space	Flexible Space
or drag the	default set i	nto the t	oolbar.			
<u>a</u>				Q	Search	
Default IP	Windows				Search	

When the "Advanced" icon appears at the toolbar, click "Done" to continue.

rag your favorite items into the to	olbar
Windows Advanced IP	Default Search Space Flexible Space
₽ () ≓	Q Search
Default IP Windows	Search

- 6. Click the new added "Advanced" icon to begin add the printer. Click and select options from list
 - Type: Windows printer via spoolss
 - Device: Another Device
 - URL: smb://{name of printer server}/{name of printer}
 - Name: {name of printer}
 - Location: {the location of printer}

Names of printer servers for individual campus

Main Campus: wifiprint-hmt.studentdmn.ouhk.edu.hk Jockey Club Campus: wifiprint-oujc.studentdmn.ouhk.edu.hk

In the example below, printer "C04A-BW" at Main Campus is going to be added.

			Ad	dd					
요 🛞	-	÷Q:				Q. ;	Search		
Default IP	Windows	Advanced					Search		
Type:	Window	vs printer via	spoolss						0
Device:	Anothe	r Device							0
URL:	smb://w	ifiprint-hmt.s	tudentd	lmn.ou	hk.ed	lu.hk/C	:04A-B\	N	
								ノ	
	C04A-	DW/	_						
Name:								_	_
Location:	C0414	, Block C, 4/F	, мс						
Use:	Choo	se a Driver							0
									Add

7. At "Use:", click dropdown button and then select "Select Software..." as shown below:

Name:	C04A-BW
Location:	C0414, Block C, 4/F, MC
Use:	Choose a Driver
	Ada
Name: C	04A-BW
Location:	0414. Block C. 4/F. MC
	Choose a Driver
	Auto Select
	Generic PostScript Printer Generic PCL Printer
	Select Software
1551	Dther

8. Select the entry name "KONICA MINOLTA 454e PS", and then click "OK" to continue.

0 0	Printer Softwar	re	
		Q Filter	
Dymo Label Printer			
Epson 24-Pin Series			- 11
Epson 9-Pin Series			
EPSON FAX			- 11
EPSON FAX A3			
HP DeskJet Series			
HP LaserJet Series PCL	4/5		
Intellitech IntelliBar Lab	el Printer, 2.1		
KONICA MINOLTA 224e	PS		
KONICA MINOLTA 284e	PS		
KONICA MINOLTA 264	DC .		
KONICA MINOLTA 454e	PS		
-			_
		Cancel	

9. Click "**Add**" to add the printer

		Add	
<u>Q</u>		Q. Search	
Default IP V	Vindows Advanced	Search	
Type:	Windows printer via spo	polss	0
Device:	Another Device		0
URL:	smb://wifiprint-hmt.stud	entdmn.ouhk.edu.hk/C04A-BW	
Name	C04A-BW		
Location:	C0414, Block C, 4/F, M		
Use:	KONICA MINOLTA 454	4e PS	\$
		ſ	
			Add

- 10. Select the features:
 - Paper source unit: **PC-410 / PC-210** (refer the table in Section A)
 - Finisher: None
 - Punch Unit: None
 - Tick Hard Disk
 - Tick Secure Print Only
 - Untick Allow Public User
 - Tick **1200dpi Rendering Op.**

Then, click "**OK**" to continue.

\bigcirc				Add	
Q	🛞 🖴	r i		Q Search	
Default	IP Windo	WS	Advanced	Search	
		Setting up Make sure y can take full	our printer	s options are accurately shown here so you	~ ~
			Finisher: unch Unit:	PC-410 Image: Constraint of the second s	
		_		Cancel OK Ar	aa

11. The printer now appears in the **Printers & Scanners** panel and is ready to use.

••• <>	Printers & Scanners		Q Search
Printers CO4A-BW • Idle, Last Used		CO4A-BW Open Print Queue Options & Supplie: Block C, 4/F, MC	S
+ -	Status:	KONICA MINOLTA 454e Idie er on the network	Sharing Preferences
	Default printer: Default paper size:	Last Printer Used	•

E. <u>Print your document</u>

- Make sure you have connected to WiFi network "HKMU". To print a document at application, Click "File" -> "Print"
- 2. Select your desired printer ("**C04A-BW**" is selected in below example) and click **Print** to print it out.

Printer: C	:04A-BW
Copies: 1	
Pages: A	
/	A History of Lighthouses
r -	Lorem jopum dolor sil amet ligula Secinas-Causa 2019
-	1
	Control (Futurescont Vendmidda
	<pre> 1 of 2 > >></pre>
? PDF 🔽	Show Details Cancel Print

The default settings will print the document on double-sided paper.

3. When prompt, input your self-defined **Secure Print ID** and **Password** for retrieving your document at the printer.

KONICA MINOLTA 454e PS
Secure Print ID: Password: Save Settings
Cancel OK

Click "**OK**" to continue.

Note:

- a) The set of self-defined Secure Print ID and Password is not related to your HKMU username and password.
- b) Do not use "convenient" Secure Print ID and Password for your print job, e.g. 1111 or 1234 etc., to minimize the chance of your document to be viewed by others.
- c) Due to the constraints of operating system and application, some versions of applications, e.g. Pages, Numbers, Keynotes, Preview and Safari, do not ask to input self-defined ID and password when submit a print job, therefore the print job is deleted by printer automatically and unable to be retrieved for printing. However, it works normally when using most nonmacOS native applications such as Microsoft Office suite (Word, Excel, PowerPoint, Outlook), Adobe Acrobat Reader DC, Mozilla Firefox and so on. The workaround solution is to create a PDF version of the file by using the application's build-in function "save as PDF", and then use the free Adobe Acrobat Reader DC to open and print the PDF file. For details, refer web page <u>Section 7 "Any tips or hints for printing?"</u> about "Download and install Acrobat Reader DC", "Save a document as a PDF on Mac" and "Print from Adobe Acrobat on macOS (PDF)".
- 4. At you first time sending job to the printer, you should be prompted to authenticate with your HKMU account credentials.
 - a) enter your HKMU username (sXXXXXX for student or tXXXXXX for part-time tutor) and your single password, i.e. the same set to login your MyHKMU.,
 - b) tick the "Remember this password in my keychain" checkbox if you do not want to enter the password next time;
 - c) click "**OK**" to continue.

Noted: The username field must be input in the format **studentdmn\{username}**, where *studentdmn* is domain name, and the username is same as your username to login MyHKMU.

At below example, the username is "s1234567".

	Enter your name and password for the printer "C04A-BW".		
	Name:	studentdmn\s1234567	
	Password:	•••••	
Remember this password in my keychain			
		Cancel OK	

5. After submitted print job, a Konica Minolta printer icon will appear at the Dock with the number of print jobs in the printer queue. The printer icon will disappear once the job was received by your selected printer.



6. Go to your selected printer, insert your Octopus Card into the Octopus Payment Machine at printer, and then follow the guides posted near printer to print your job out.

For enquiries or assistance, please call 2768 6524 or send email to itohelp@hkmu.edu.hk 如需諮詢或協助,請致電 2768 6524 或發送電郵至 itohelp@hkmu.edu.hk