

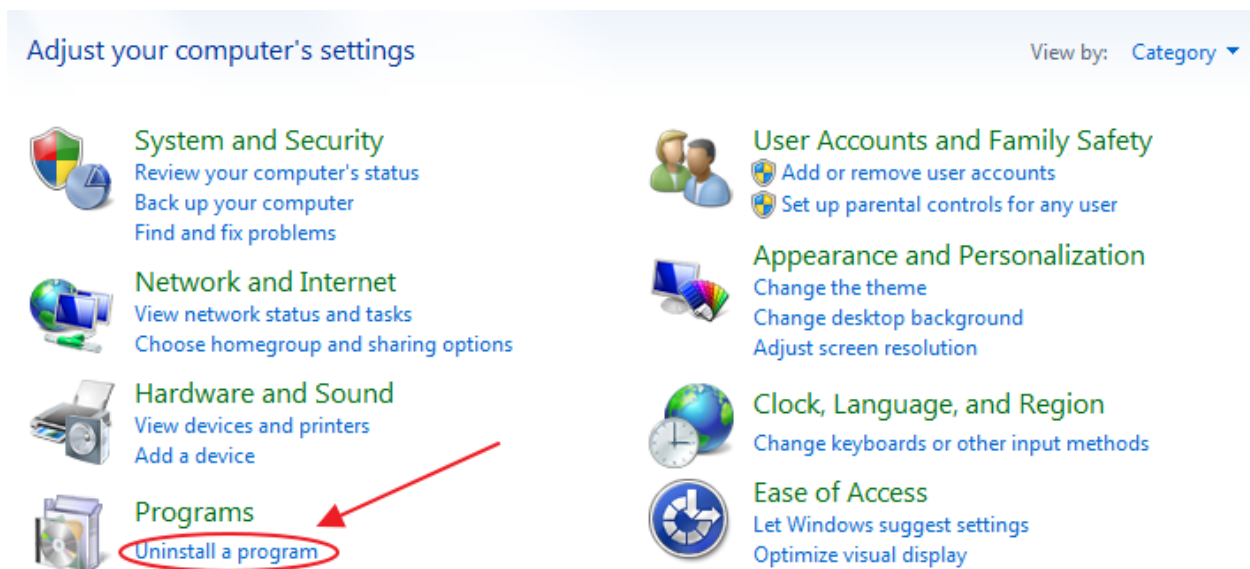
RRGSD
TECHNOLOGY
DEPARTMENT

UNINSTALLING/INSTALLING iPRINT

Uninstalling iPrint

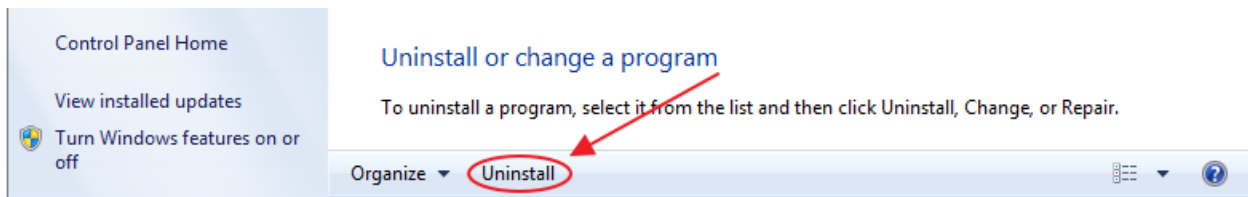
1) To uninstall iPrint, navigate to the Start menu, then click Control Panel.

2) Click “Uninstall a program”.

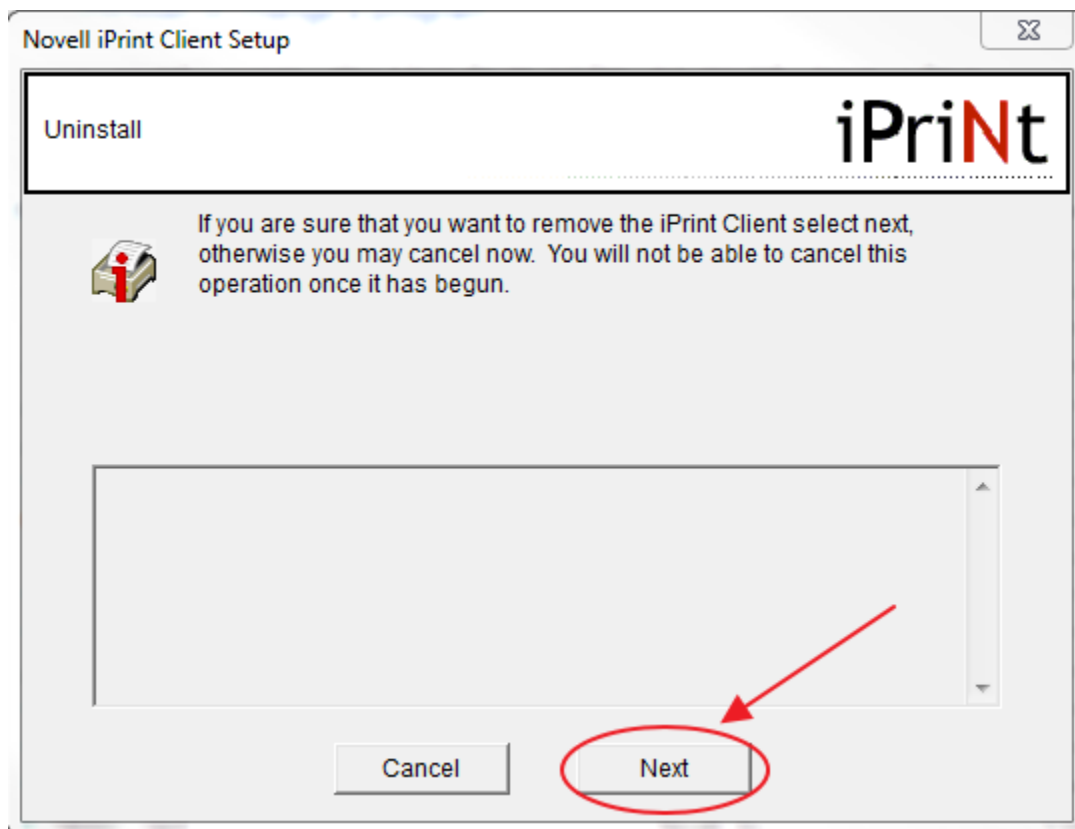


3) Find and highlight “Novell iPrint Client”.

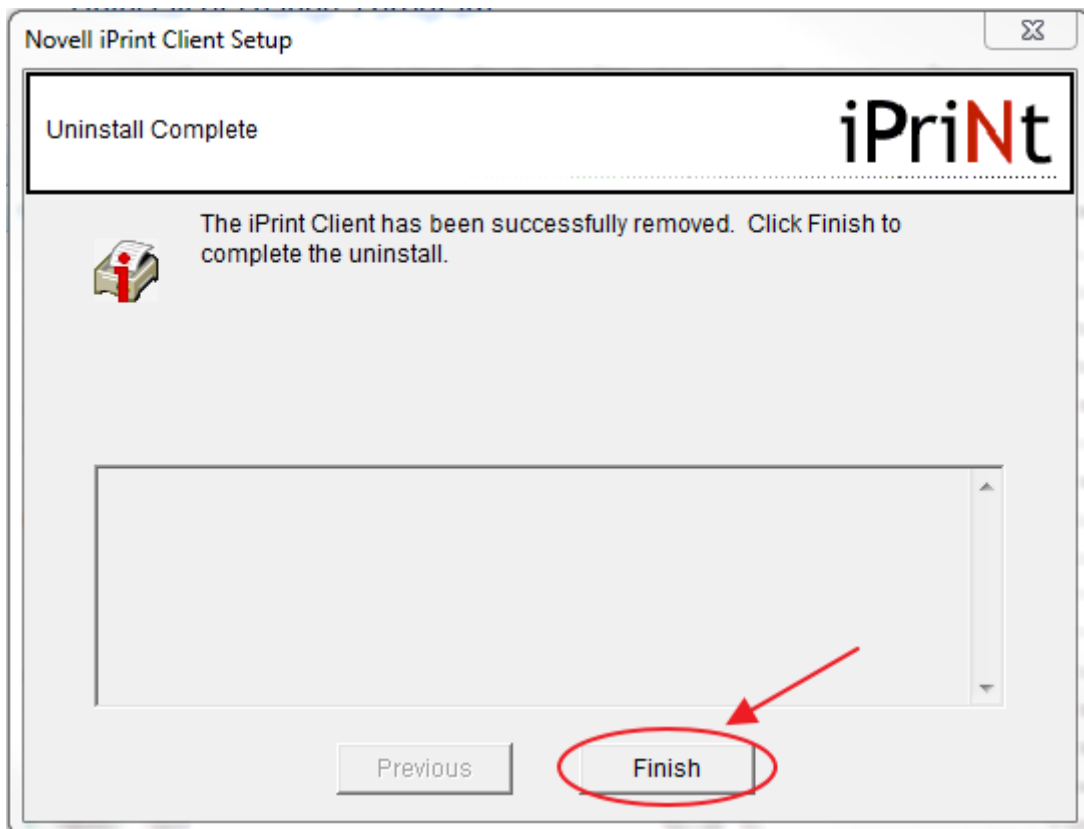
4) Click “Uninstall”.



5) A Novell iPrint Client Uninstall window will appear. Please click “Next”.



6) When it is finished, click “Finish”.



7) Please REBOOT your computer at this time.

Installing iPrint

7) Please open Internet Explorer and navigate to <http://rrgsd-s1.rrgsd.org/ipp>

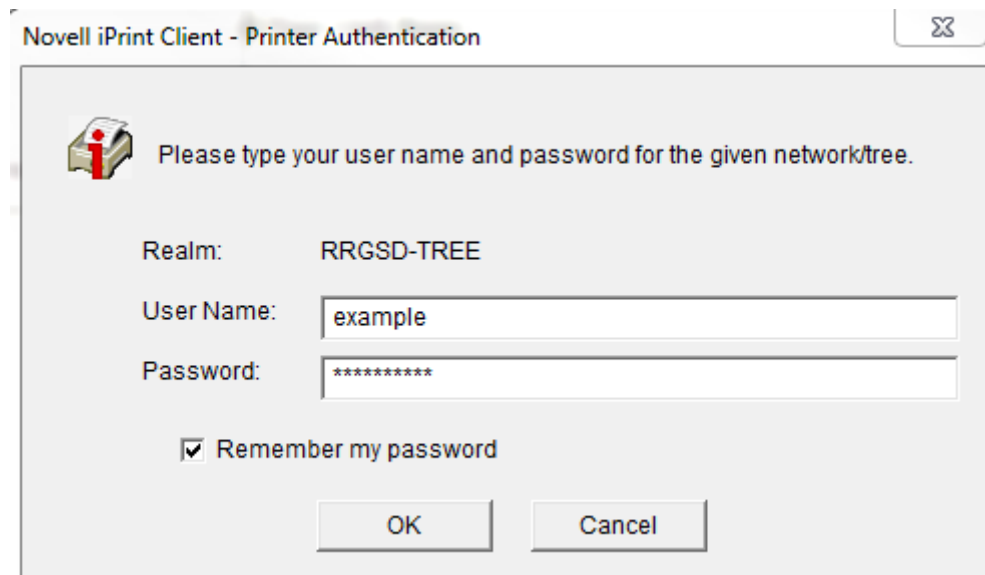
8) Click “Install iPrint Client” at the top of the page.



9) A popup will appear at the bottom of the page. Please select “Run”.



10) After a few seconds a “Novell iPrint Client – Printer Authentication” window will appear asking for your username and password. This is the same username and password that you input when you first boot your computer to get into Windows (the username is usually last name first initial). After you type your username and password please **check the “Remember my password” box**, then click “OK”.



The image shows a screenshot of a Windows dialog box titled "Novell iPrint Client - Printer Authentication". The dialog box has a printer icon on the left and the text "Please type your user name and password for the given network/tree." on the right. Below this, there are three input fields: "Realm:" with the value "RRGSD-TREE", "User Name:" with the value "example", and "Password:" with the value "*****". Below the password field, there is a checked checkbox labeled "Remember my password". At the bottom of the dialog box, there are two buttons: "OK" and "Cancel".

11) The copiers for your school will begin installing. Once they are all done you will see the iPrint icon in the lower right of your taskbar near the time.