

Windows ITSPrint PaperCut Setup Instructions

Installing the Client:


1. Download the `pcclient-25SP-17.2.3.41350-win.zip` from the YPPS Website (<http://ypps.yale.edu/blueprint/papercut/client-downloads>)
2. Extract the .zip file
3. Double click on 'client-local-install.exe'.
4. Click Next
5. Click on the 'I accept the agreement' radio button. Click Next
6. Click Install
7. Click Finish and authenticate with your Netid and Password when prompted.

Installing the Queue:

1. Click the Windows Start Menu in the bottom left corner of your pc desktop.
2. In the Search Programs and Files box, type the following:

\\paperc-prd-ps1.yu.yale.edu\ITSPrint

... then hit Enter to install the print queue.

Note: the client must be running in order to print to the ITSPrint queue. You can verify the client is running by looking for the  icon in the system tray.