Overview: HMS provides wireless pay-for-printing for matriculated, registered HMS, HSDM, DMS, and HST pre-doctoral students. If you have any questions regarding your current pre-doctoral student status, please inquire at the appropriate Registrar’s office.

This document assumes that you have already connected your laptop to the HMS Private Wireless network. If you have not done this step, please follow Step 1 at http://studentcomputing.med.harvard.edu/payforprint.asp.

1. Navigate to Start>Devices and Printers. Click on Add a printer at the top of the window.

2. Go to Start>Run and enter the following: \itwvprtp01. Click OK.

3. Enter the following below at the Enter Network Password to connect to itwvprtp01 in the Windows Security dialog box, and click the OK button.

   Username: med\[your MyCourses username]

   Password: [Your case-sensitive password]
4. Click **Add a local printer** in the **Add Printer** dialog box.

5. Select **Create a new port:** in the **Choose a printer port** dialog box, and highlight **Local Port** in the pull-down menu of **Type of port:**. Click **Next**.

6. Type in the following: `\itwvp\twvp01\*[Select Printer Location]` in the **Enter a port name:** field, and click **OK**.

*Select a printer location with one of the following as written below:

7. Highlight HP under **Manufacturer** and HP Laserjet *P4515 PCL6* or HP Laserjet *9050 PCL5* (*depending on the printer model) under Printers, and then click **Next**.

8. You should see the last window that states that you have successfully added the selected printer. You can select this printer as the default printer by checking **Set as the default printer**. Click **Print a test page** and then the button, **Finish**.