Wireless Printing in Vanderbilt 302B Using Windows XP

Overview
Harvard Medical School (HMS) allows those who have an eCommons account residing in Vanderbilt to print out documents to the HP Laserjet 4350dtn printer located in Vanderbilt Hall Room 302B over the private HMS wireless network.

Special Considerations
- This document has been tested using Windows XP SP2.
- Make sure that you have configured your computer so that you can connect to the private HMS wireless network. Read the online instructions at the HMS IT Department’s website: http://it.med.harvard.edu/pg.asp?pn=network_wireless

Step-by-Step Configuration Instructions
- NOTE: Students must provide their own paper for this printer.

Step 1: Log into the private HMS wireless network using your eCommons username, case-sensitive password, and MED for the domain.

Step 2: Go to Start>Settings>Control Panel>Printers and Faxes. In the Printers and Faxes window, click on the icon, Add a printer, under the left side column, Printer Tasks. Click the button, Next, on the Add Printer Wizard dialogue box.

Step 3: Select the button, Local printer attached to this computer. Click the button, Next.
Step 4: Select Create a new port: and choose Standard TCP/IP Port in the pull down menu. Click Next.
Step 5: Click Next on the Welcome to the Add Standard TCP/IP Printer Port Wizard.

Step 6: Enter the following information as below:
Print Name or IP Address: vandy-room302.med.harvard.edu
Step 7: Click the Next tab and then the Finish* tab:

*NOTE: Your computer may lack the printer driver needed to connect to the HP LaserJet 4350dtn. If so, you will automatically be prompted to do Steps 6 – 11. Make sure that you *first* download the driver onto your computer by doing Steps 1 – 5:

1. Launch a web browser and go to the following Hewlett Packard website at URL:
   http://www.hp.com/sbso/bussupport.html
2. Select Download drivers and software and enter HP 4350dtn for the printer. Click the arrow.
3. Select the correct operating system (e.g., Windows XP) for your computer.
4. Scroll down to the next page and download the correct driver for your operating system. (e.g., HP LaserJet 4350 PCL 6 for Windows XP)
5. Save it to your desktop, double click on the zipped file and extract the files onto your C:\ drive.
6. Highlight HP under Manufacturer.
7. Click on the Have Disk… button.
8. Click on the Browse button in the Install from Disk window.

9. Browse to the extracted zip folder (e.g., HP LaserJet 4x50 Series for Windows XP), on the C:\ drive. The .inf file will appear in the Filename text box. Click Open and then OK.
10. Highlight **HP Laserjet 4350 PCL 6** in the **Printers** column in the **Add Printer Wizard** dialogue window. Then, click **Next**.

11. Name the printer **HP LJ 4350 Vandy** and click **Next**. You should be set to do a test print job.