## Mapping to the POLS Black & White Printer

### Download the Printer Driver

- 1. In a web browser, navigate to: https://support.hp.com/usen/drivers/selfservice/hp-laserjet-enterprise-mfp-m630-series/6771914
- 2. Expand "Driver-Product Installation Software"
- 3. Expand "Basic Drivers"
- 4. Scroll down to "HP LaserJet Flow M630z, M630h, M630zm, and M630hm Printer Series PCL 6 Driver (no Installer)", then click Download.
- 5. Once downloaded, double click the EXE file.
- 6. Click "Install anyway" in the Microsoft pop-up.



7. Click "Yes" to extract the files to your C:\ drive.



### Install the Printer

- 1. On the bottom left of your desktop, click on the Windows Start Menu icon.
- 2. Click on the gear icon to open up Windows Settings.
- 3. Click on the "Devices" tab.

Settings				- 🗆 ×
		Windows Settings		
	Find a se	tting	Q	
System Display, notifications, power	Devices Bluetooth, printers, mouse	Network & Internet	Personalization Background, lock screen, colors	Apps Uninstall, defaults, optional features
Accounts Your accounts, email, sync, work, family	Time & language Speech, region, date	Gaming Game bar, DVR, broadcasting, Game Mode	Ease of Access Narrator, magnifier, high contrast	Privacy Location, camera
Update & security Windows Update, recovery, backup				

4. Click on the "Printers & Scanners" tab.

Home	Printers & scanners
Find a setting	Add printers & scanners
Devices	+ Add a printer or scanner
Bluetooth & other devices	
日 Printers & scanners	Printers & scanners
() Mouse	E Fax
📼 Typing	Microsoft Print to PDF
🕭 Pen & Windows Ink	Microsoft XPS Document Writer
AutoPlay     AutoPlay	Send To OneNote 16
☐ USB	SHARP MX-M565N - 089796 Driver is unavailable
	SHARP MX-M565N PCL6
	🗸 Let Windows manage my default printer
	When this is on, Windows will set your default printer to be the one you used most recently at your current location.

- 5. Click on "Add a printer or scanner."
- 6. Wait until the option "The printer that I want isn't listed" appears at the end of the list of found printers, then click it.

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# Printers & scanners

### Add printers & scanners



Searching for printers and scanners

The printer that I want isn't listed

7. Click on "Add a printer using a TCP/IP address or hostname" checkbox, then click Next.

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÷	Add Printer	
	Find a printer by other options	
	<ul> <li>My printer is a little older. Help me find it.</li> <li>Select a shared printer by name</li> </ul>	
	Example: \\computername\printername or http://computername/printers/printername/.printer	Browse
	Add a printer using a TCP/IP address or hostname	
	○ Add a Bluetooth, wireless or network discoverable printer	
	○ Add a local printer or network printer with manual settings	
	Nex	t Cancel

- 8. Ensure that "Device type" is set to "Autodetect."
- 9. For the "Hostname or IP address" field, enter in the following DNS name: The Port name will automatically copy from the Hostname.

HP LaserJet Enterprise MFP M630 : p\_15\_303\_1.printer.isu.edu

🔶 🖶 Add Printer

#### Type a printer hostname or IP address

Device type:	Autodetect ~
Hostname or IP address:	p_07_224_1.engr.isu.edu
Port name:	p_07_224_1.engr.isu.edu

Query the printer and automatically select the driver to use

10. You may be asked to select a driver. If you are presented with a list of drivers, like the one shown below, click Have Disk..., then click Browse.

Next

Cancel

						×
←	🖶 Add Printer					
	Install the pr	inter driver				
	Choose Have D	your printer fro	om t	the list. To install the driver from an install	ation CD, click	
	Manufacturer		^	Printers		^
	Adobe	1		HP Color LaserJet 1600 Class Driver		
	Canon			HP Color LaserJet 2600n Class Driver		
	Generic			HP Color LaserJet CP1213 Class Drive	r	
	HP			HP Color LaserJet CP1214 Class Drive	r	
	Microsoft		~	📑 HP Color LaserJet CP1215 Class Drive	r	$\sim$
	📮 This driver i	s digitally signe	d.	[	Have Disk	
	Tell me why	v driver signing	is ir	nportant		
				Ne	ext Cano	el

11. Navigate to your C:\ drive and click on the driver packet downloaded earlier, then click Open.

Locate File			X
Look in: 🐛 Local Disk (C:)	∨ 🎯 🏚 📂 🛄▼		
Name	Date modified	Туре	Size ^
📙 Clonezilla ISOs	12/16/2021 3:06 PM	File folder	
📙 Dell	8/24/2021 9:33 PM	File folder	
ESD	1/11/2022 6:46 PM	File folder	
📙 HP Universal Print Driver	10/6/2021 3:24 PM	File folder	
HP_Color_LaserJet_Enterprise_MFP_M578	3/15/2022 3:48 PM	File folder	
HP_Color_LaserJet_Pro_MFP_M477	8/24/2021 8:36 AM	File folder	
HP_LaserJet_Enterprise_Flow_MFP_M630	3/15/2022 3:07 PM	File folder	
HP_LaserJet_Enterprise_MFP_M630	3/15/2022 3:34 PM	File folder	
HP_LaserJet_Pro_M402-M403_n-dne	9/1/2021 8:51 AM	File folder	
📕 Intel	3/14/2022 10:17 AM	File folder	
Operating System ISOs	8/31/2021 7:04 PM	File folder	
PerfLogs	12/7/2019 2:14 AM	File folder	
Program Files	2/11/2022 4·20 PM	File folder	× *
File name: *.inf		~	Open
Files of type: Setup Information (*.inf)		$\sim$	Cancel

12. The correct .inf file should automatically populate next to "File name". Click Open once more.

Locate File				×
Look in: 📙 HP_Color_I	LaserJet_Enterprise_MFP_M	✓ 🌀 🏚 📂 🛄 –		
Name	^	Date modified	Туре	Size
📙 amd64		3/15/2022 3:48 PM	File folder	
📕 x86		3/15/2022 3:48 PM	File folder	
🔬 hpbuio160l		3/19/2020 1:44 PM	Setup Information	
🚮 hpco07734_x64		3/19/2020 4:22 PM	Setup Information	
🚮 hpco07734_x86		3/19/2020 4:22 PM	Setup Information	
🔄 HPMFPScanNull		5/11/2020 3:54 PM	Setup Information	
<				>
File name: hpbuio160	DLinf		~ Ot	ben
Files of type: Setup Info	ormation (*.inf)		∨ Ca	ncel

- 13. Back in the "Install From Disk" window, click OK.
- 14. With the driver now selected in the "Install the printer driver" window, click Next.

15. After the printer has been contacted, the following window will pop up. Feel free to name the printer.

		-	$\times$
$\leftarrow$	🖶 Add Printer		
	You've successfu	Illy added NPIBD94FE (HP Color LaserJet MFP M477fdn)	
	Printer name:	NPIBD94FE (HP Color LaserJet MFP M477fdn)	]
	This printer has been	installed with the HP Color LaserJet Pro MFP M477 PCL-6 driver.	
		Net	-1
Pri	inter sharing i	s entirely optional. Feel free to use your own jud	" gement

16. Printer sharing is entirely optional. Feel free to use your own judgem here. Click Next when you have completed this step.

🔶 🖶 Add Printer

#### **Printer Sharing**

If you want to share this printer, you must provide a share name. You can use the suggested name or type a new one. The share name will be visible to other network users.

#### Do not share this printer

O Share this printer so that others on your network can find and use it

Share name:	NPIBD94FE (HP Color LaserJet MFP M477fdn)
Location:	
Comment:	

Next

Cancel

17. Done! Feel free to print off a test page to confirm the process has completed successfully.