

# Mac Notebook Helpful Hints

*(When instructed to type below, don't include the quotes!)*

You **MUST** retain the box, all packing materials, remote control and video adapter that were given to you at the time of distribution. Failure to return any of these items when returning the Mac notebook will result in additional charges placed on your University account. Contact the Help Desk with any questions.

## Change the macadmin account password

- Click "System Preferences" in the Dock
- Click "Accounts"
- Click "Change Password..."

## Quick Navigation

- Apple+Shift+U = Utilities folder
- Apple+Shift+A = Applications folder
- Apple+K = Connect to server

## Connect to Student Share

- Select "Go" in the Finder Menu Bar
- Select "Connect to Server..."
- Type "[https://students.campus.ltu.edu/\[9-digit student number\]](https://students.campus.ltu.edu/[9-digit student number])" where username equals your 9-digit student (Banner) number
- Click "+" to save the address as a Favorite Server
- Accept certificate by clicking "Continue"
- Or, permanently accept certificate by clicking "Show Certificate" and then select the check box "Always trust these certificates"
- When prompted, enter your campus network login ID and password
- Your Personal Share will now be mounted on the Desktop

## Connect to Department Share

- Select "Go" in the Menu Bar
- Select "Connect to Server..."
- Type "[https://groups.campus.ltu.edu/\[dept. share name\]](https://groups.campus.ltu.edu/[dept. share name])"
- Click "+" to save the address as a Favorite Server
- Accept certificate by clicking "Continue"
- Or, permanently accept certificate by clicking "Show Certificate" and then select the check box "Always trust these certificates"
- When prompted, enter your campus network login ID and password
- Your Dept. Share will now be mounted on the Desktop

## Connect to a printer on Calcium or Render\*

Background information:

Because Mac OS X is a Unix based operating system, connecting to Windows shares and network printers must be done through SAMBA. While in the Windows world you can simply network browse to a share or device, that doesn't always work with SAMBA resources. Below is the work-around to always connect to a printer on Calcium or Render\*.

Note: you will be entering your username and password below in plain view but once you click "Add" that information will no longer be visible. If your password contains special characters such as : ; % / or \ then you will have problems entering the URL below. It is recommended that you change your password at this time.

- Open Utilities folder
- Double-click Printer Setup Utility
- Click "Add"
- Hold down the Option key and click "More Printers..."
- Select "Advanced" from "Windows Printing" pull-down menu
- Change Device to "Windows Printer via SAMBA"
- Enter the network print queue name in "Device Name"; for example "C203"
- Enter the full network print queue name and login credentials in "Device URI"; for example "smb://campus\username:password@calcium/c203"
- Leave "Printer Model:" set to "Generic"; Calcium and Render are controlling the printer drivers and models
- Click "Add"

\*At this time, ITSD is still reconfiguring printers on Render to work like printers on Calcium. For now, start up Parallels and print your Mac documents (saved as .PDFs) from Windows. When reconfiguration is completed, ITSD will contact the ACRC and provide a revised copy of these Helpful Hints that will include printing to Render.