

- 1. How to connect printer via Wifi (VinUni Students) for Windows
- 2. Click Start in your Laptop / Computer and type : "printer"



3. Choose : "Add a printer or scanner"

Printers	&	scanners
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Add	printers	&	scanners	
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+	Add a	printer	or	scanner	
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4. You can see : 2 printers WorkCentre 5335 and WorkCentre 5330 Which

locate in Left Wing in the 1st Floor of the library.

Click printer which you want to connect. Choose Add device.

Printers & scanners

	Add printers & scar	iners				
	C Refresh					
	WorkCentre 5335 Printer					
				Add device		
	WorkCentre 5330 Printer					
	The printer that I want isn't	listed				
5. When - Cho	done ose the printer V	ß	WorkCen Offline Open pri	tre 5330 nter app		
- Cli	ck Open Queue			Open queue	Manage	Remove device



6.	In Xerox Preferences please choose Advanced then Choose A4 Mode in
	Pager/Output.

В

agement Security Sharing Ports Device Settings Advanced



When finish you can go

- http://172.16.16.19/jobq.htm

Printers & scanners

- http://172.16.16.4/jobg.htm

To check job status in the

Please contact us If you get trouble with printer:

- Email: <u>support-it@vinuni.edu.vn</u>
- Microsoft Teams: <u>it.helpdesk@vinuni.edu.vn</u>
- Hotline IT : +84-2471089779 Ext 9066

Printer.



Some Problem When Connect to Printer

1. Check Correct Port of Printer :

When finish please choose xerox printer and Open Queue



- 2. In Xerox Queue Please choose Printer/Properties
- 3. Then Choose General/Prefrence.
- 4. When done. Please check Ports.
- 5. If your port is WSD Port Please select your IP :
 - Xerox WorkCentre 5330 (172.16.16.19)
 - Xerox WorkCentre 5335 (172.16.16.4)

If you do not have any port. Please choose Add Port.



Color Managemen	t Security	Device Settings	
General	Sharing Ports	Advanced	
S WorkCentre	e 5330 T3		
rint to the following hecked port.	ı port(s). Documents will p	rint to the first free	
Port	Description	Printer /	
COM4:	Serial Port		
FILE:	Print to File		
✓ WSD-f7eb0ca7-1	Id WSD Port		
10.140.29.5	Standard TCP/IP Port	Xerox WorkCentre 5	
10.140.29.6	Standard TCP/IP Port	Xerox WorkCentre 5	
10.140.31.2	Standard TCP/IP Port	ort WorkCentre 5330 T	
PORTPROMPT:	Local Port	Microsoft XPS Docu	
<		>	
Add Port	Delete Port	Configure Port	
1			
Enable bidirection	al support		
Enable bidirection	al support bling		
Enable bidirection	al support bling		



Add Port:

Printer Ports	×
Available port types:	
Local Port	
Standard TCP/IP Port	
Marry Dant Tors	New Parts Connel
New Port Type	New Port Cancel

Choose New Port.



Choose Next.

For which device do you want to as	ld a port?	
Enter the Printer Name or IP ac	dress, and a port name for the desired de	evice.
Printer Name or IP Address:	172.16.16.3	
Port Name:	172.16.16.3	

Or

Enter the Printer Name or IP ad	dress, and a port name for the desired device	
Printer Name or IP Address:	172.16.16.4	
Port Name:	172.16.16.4	-

Then choose Next.

When Done click Finish.

6. When printer is installed successfully. You can set printer name or set it by default.

		×	
4-	H Add Printer		
	You've successfully added WorkCentre 5335		
	Printer name: Mostesentres/103		
	This printer has been installed with the Xerox WorkCentre 5335 V4 PCL6 driver.		
	Next Cance		



Printe	er Sharing				
If you w name o	rant to share this p or type a new one.	rinter, you must p The share name w	rovide a share na III be visible to o	me. You can use t her network user	the suggested 5.
Do r	not share this print	er			
⊖ Shar	e this printer so th	at others on your i	network can find	and use it	
	hare name:				
	ocation:				
	iomment:				

- 7. Choose Do not share this printer:
- 8. Please select your recent added port :

Xerox WorkCentre 5330 (172.16.16.19)

Xerox WorkCentre 5335 (172.16.16.4)

9. As picture. The printer automatic select your IP port.

General Banary Prim Advanced Image: State of the st	Color Ma	ragement	Security	Devi	ce Settings
WookCentre 5330 13 First Do the following port(s), Documents will print to the first three docked port. Tort Description Printer TritLin: Prints Tritle WookCentre 5330 V4 P. 101494. Standard (TK)/P Part. Xerox WookCentre 5330 V4 P. 101494. Standard (TK)/P Part. Xerox WookCentre 5330 V4 P. 101494. Standard (TK)/P Part. Xerox WookCentre 5330 V4 P. 101494. Standard (TK)/P Part. Xerox WookCentre 5330 V4 P. 101494. Standard (TK)/P Part. Xerox WookCentre 5330 V4 P. 101494. Standard (TK)/P Part. Xerox WookCentre 5330 V4 P. 101494. Standard (TK)/P Part. Xerox WookCentre 5330 V4 P. 4.45 Mpt. Local Part Configure Part. Configure Part.	General	Sharin	9	Ports	Advanced
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NLE mint to ide MLE mint to ide Wilt-L WOSh (wilt-King) U140.5. Standard (KP)P Port Xerox Work(Centre 5330 V4 P, U1410.5. Standard (KP)P Port Xerox Work(Centre 5330 13) U1410.5. Standard (KP)P Port Work(Centre 5330 13) U1410.5. Standard (KP)P Port Work(Centre 5330 13) U1410.5. Standard (KP)P Port U1410.5. Standard U1410.5. Standard	Port	t. Description	Print	er	ist nee
	U HLE:	WSD Byst			
I 10.40. Standard TC/PIP Port Kerox WorkCente 5335 V4 P 10.140. Standard TC/PIP Port WorkCente 5330 T3 If 10.40. Standard TC/PIP Port WorkCente 5330 T3 If 10.40. Standard TC/PIP Port Port	10.140	Standard TCP/II	P Port Xero	x WorkCentre 53	30 V4 P.,
10.140. Standard TCP/IP Port WorkCentre 5330 T3 10.140. Standard TCP/IP Port 10.140. Standard TCP/IP Port 10.110 PortIP. Local Port 10.110 PortIP. Local Port Add Port. Delete Port Configure Port.	10.140_	Standard TCP/II	P Port Xero	x WorkCentre 53	35 V4 P
☐ 1040Standard (10/09 Port ☐ PORTPLocal Port ☐ nut: Local Port Add Por Delete Port	10.140	Standard TCP/II	P Port Work	Centre 5330 T3	_
PORTP Local Port Microsoft XPS Document Wr Add Port Qelete Port Configure Port	10.140				
Add Port Delete Port Configure Port	PORTP_ nul:	Local Port Local Port	Micro	osoft XPS Docun	ient Wr
	Add P	orţ	Delete Port	⊆onfi	gure Port
	C Parable bit	arrectional supp	ort		
Enable bidirectional support	Enable bi				

Then choose Apply.



2. How to connect printer for Students (MacOS)

- 1. Choose Printer & Scanners.
 - Make sure you are connected Wifi (VinUni Students)



2. Click "+" to add new printer.

	Printers & Scan	ners	Q Search	
+ -	Clic	No printers are availabl < Add (+) to set up a pi	ie. rinter.	
	Default printer:	Last Printer Used	٥	
	Default paper size:	A4	\$?

3. Choose IP Tab :

Fill in as below:

- Address :
 - **172.16.16.19 for Xerox WorkCentre 5330.**
 - **172.16.16.4 for Xerox WorkCentre 5335.**
- Protocol : Line Printer Daemon LPD.
- Name: Set your own preferred name for the printer.
- Location Use : Automatic.
- Click "Add" button.



IP V	flor al access			
	lindows			
ddress:	172.16.16.4			
	Valid and complete	host name or addre	SS.	
rotocol:	Line Printer Da	emon - LPD		0
Queue:				
	Leave blank for de	fault queue.		
	172.16.16.4			
Name:		1		
ocation:	Tang 1 Thu Vier	5		
ocation: Use:	Tang 1 Thu Vier Xerox WorkCe	ntre 5335, 5.7.2		0

4. Choose Duplex Printing Unit. Then Ok



5. When done. Please check Default paper size : A4



When finish you can go to:

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- Email: <u>support-it@vinuni.edu.vn</u>
- Microsoft Teams: it.helpdesk@vinuni.edu.vn



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rin	ters & scanne	ers				В	General	Sharing	Ports	Advance
đ	Microsoft Print to PDP	Xerox WorkCentre 5335 V4 PCL	6		- 0	×	3	Xerox WorkCentre	335 V4 PCL6	
Æ	Microsoft XPS Documen	Printer Document View								
명		Connect	s Owner	Pages Size	Subr	nitted	Location			
固	OneNote (Desktop)	Set As Default Printer Printing Preferences					Comment:			
E)	OneNote for Windows 1	Update Driver Pause Printing Cancel All Documents								
_		Sharing Use Printer Offline					Model:	Xerox WorkCentre 5	335 V4 PCL6	
岢	App available for this de	Properties					Color: No		Paper availabl	e:
		Close					Double-s	ided: Yes	Letter	
묘	Xerox WorkCentre 5335 V	/4 PCL6					Staple: Ye	5		
-u-	App available for this devi	ice					Speed: 35	ppm		
	open prime app						Maximum	resolution: 1200 dpi		
	Open queue	Manage Remove of	levice					Pret	erences	Print Test Page
									DK Car	icel Ac

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PORTPROMPT:	Local Port	Microsoft XPS Docu
<		>
Add Port	Delete Port	Configure Port
	al support	
Enable bidirection	arsupport	
Enable bidirection		
Enable bidirection	bling	
Enable bidirection	ling	



Add Port:

w Port Cancel

Choose New Port.



Choose Next.

Frank in Printer Manual 10 and	the second second second second second days as	
Enter the Printer Name or IP ad	aress, and a port name for the desired device.	
Printer Name or IP Address:	172.16.16.3	
Port Name:	172.16.16.3	-

Or



Then choose Next.

When Done click Finish.

 When printer is installed successfully. You can set printer name or set it by default.

-	👾 Add Printer		×
	You've succes	fully added WorkCentre 5335	
	Panter name:	Ward Canara 5335	
	This printer has be	on installed with the Xerox WorkCentre 533	5 V4 PCL6 driver.
			Next Cancel

7. Choose Do not share this

printer:

~	🖶 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	
	Share this printer so that others on your network can find and use it	
	Share name:	
	Location	
	Comment	
	Next Cance	1

8. Please select your recent added port :

Xerox WorkCentre 5330 (

172.16.16.19)

Xerox WorkCentre 5335 (

172.16.16.4)

9. As picture. The printer automatic select your IP

port.

Then choose Apply.

