

# Installing CAPS Printing on Windows

Pharos Version: 7.1

## Requirements

Windows 2000 or XP. (The software does not currently support Vista)

## Installing

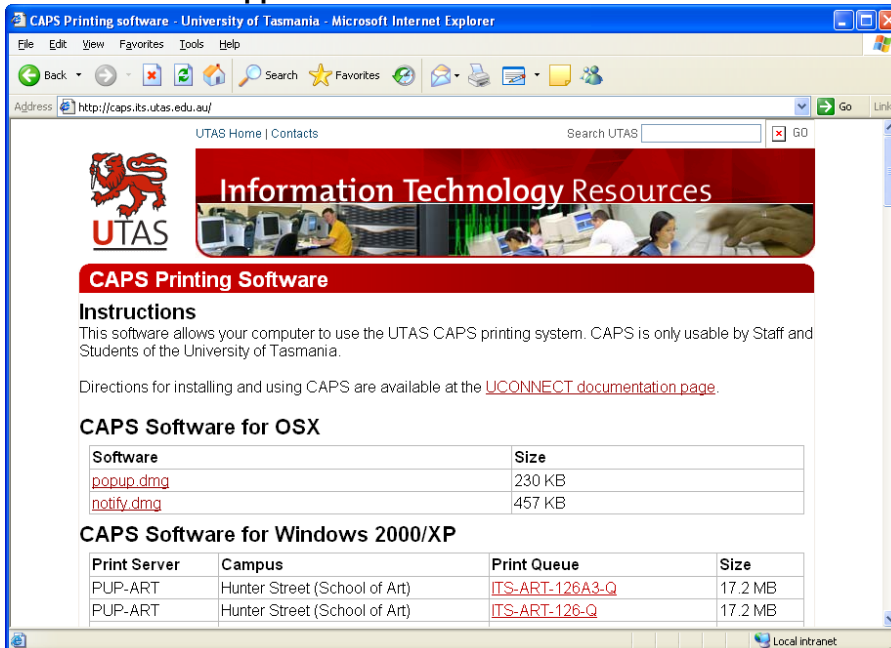
- 1 Determine which CAPS print queue/s you wish to use. If uncertain of the name, check the label on the printer.

For example:

*ITS-ITS-CROFT* is served by *ITS-ITS-CROFT-Q*.

*LIB-LIB-MML21* and *LIB-LIB-MML22* are both served by *LIB-LIB-MML2-Q*.

- 2 Open a web browser to <http://caps.its.utas.edu.au>. A list of available Print Queues will appear:



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**Information Technology Resources**

**CAPS Printing Software**

**Instructions**  
This software allows your computer to use the UTAS CAPS printing system. CAPS is only usable by Staff and Students of the University of Tasmania.  
Directions for installing and using CAPS are available at the [UCONNECT documentation page](#).

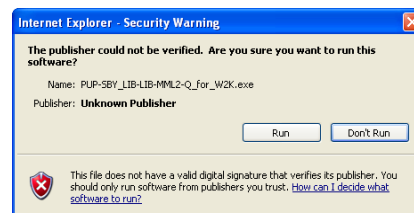
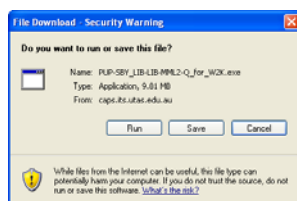
**CAPS Software for OSX**

Software	Size
<a href="#">popup.dmg</a>	230 KB
<a href="#">notify.dmg</a>	457 KB

**CAPS Software for Windows 2000/XP**

Print Server	Campus	Print Queue	Size
PUP-ART	Hunter Street (School of Art)	<a href="#">ITS-ART-126A3-Q</a>	17.2 MB
PUP-ART	Hunter Street (School of Art)	<a href="#">ITS-ART-126-Q</a>	17.2 MB

- 3 Locate the print queue you want to use. The queues are grouped first by campus, then by name.
- 4 Click on the name of the Print Queue. At each of the following prompts, click **Run**.



## Installing CAPS Printing on Windows

If using a web browser other than Internet Explorer, simply download the file and then run it.

- 5 The installer will make the necessary changes to the Windows XP SP2 Firewall.

If using a different firewall package, you must configure it to allow the following ports: 515, 2355, 28201, 28203.

- 6 When the installer finishes, the printer is ready for use. No reboot is necessary.

## Installing Multiple Printers

You may install as many CAPS printers as you wish.

## Renaming

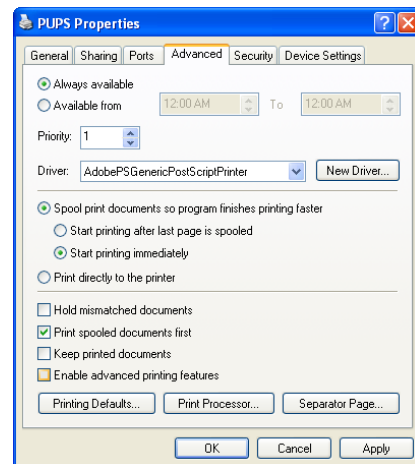
If you change any of the installed CAPS printer names, you must edit the registry to reflect the name change. The keys that need to be renamed are found in: **[HKEY\_LOCAL\_MACHINE\SOFTWARE\Pharos\Popup Client\LocalPrinters]**.

## Advanced Printing Features

It's best to **uncheck** *Enable advanced printing features*.

The option is designed to allow users to print multiple pages per sheet, even when the application does not support it. CAPS may count the pages in such jobs incorrectly, and overcharge as a result.

Leaving this option enabled can also cause some laser printers to default to printing white (invisible) text.



### Document control details

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