

DEPARTMENT OF LANDSCAPE ARCHITECTURE

GUIDE TO FILE STORAGE AND PRINTING

We are no longer using the Print Servers or //ag-data2/LA folders. Use the following guide to print and access files.

As of January 2020, Windows 7 is no longer supported by Microsoft, and driver support will degrade as time passes. Upgrade your devices to Windows 10 or purchase a new computer that supports newer operating systems.

If you have issues accessing a link, please email Shelby Jones at shelbypjones@uky.edu
Google is also your friend; all resources are located on HP's official website, but links can change.

FILE STORAGE via [ONEDRIVE](#)

PRINTING

HOW TO ADD A NETWORK PRINTER

[Windows 10](#)

[MacOS](#)

PLOTTERS

The plotters are identical and use the same software. Add both IP addresses to have print capability to both printers.

HP DesignJet T1530 (Right Side, DEIMOS), IP Address: 10.163.186.110

HP Design Jet T1530 (Left Side, PHOBOS), IP Address: 10.163.186.111

[Software, Drivers, and Downloads \(HP\)](#)

SMALL FORMAT PRINTER

HP 9050 (Pantagrul), IP Address: 10.163.182.140

Windows should automatically find a driver for this printer. If not: [HP 9050 Drivers](#).

LA WEST

DesignJet 800ps, IP Address: 10.163.182.139

[Windows Drivers](#)

TROUBLESHOOTING

Please use these settings to connect to and utilize the plotters in the Good Barn. Common issues with printers result from:

- Project files that are too large
- Incorrect file formats for printing
- Loss of network connection
- Lack of paper
- Incorrect or no drivers installed on computers
- Large amounts of traffic being sent to printer (i.e., print jobs sent from multiple users; try to print your work early and not at the last minute)

Tips for printing success:

- Always export projects from InDesign and AutoCAD to a PDF file, and then print the PDF. Do not attempt to print directly from InDesign or AutoCAD.
- Use the GL2 drivers instead of the PS drivers.
- Compress project sizes whenever possible.

PROJECTORS

Download and install the correct Epson EasyMP software version to connect to the projectors. Make sure the projector is powered on before trying to connect. Use the 'advanced' version to search and add the projectors by IP address. The IP tends to change, and you can determine the current one by powering on the projector and changing the input to IP mode. It will be displayed on the projection and a QR code will display that you can use to connect with a phone camera.

[Software Download](#)