





Installing Pharos Components to use the University Printers.

For students attempting to connect to Philadelphia University Printers.

This guide assumes you are connected to the University network (either via Ethernet or Wireless) and have gone through Campus Manager Registration.

If you have not taken either of these steps (connected and registered) please follow the appropriate instructions at http://www.philau.edu/printing.

- 1. To begin please open your web browser (e.g. Safari or Mozilla Firefox).
- 2. Then navigate to <u>http://www.philau.edu/printing</u>







- 3. You will now be redirected to the central printing page. This page contains all the guides for connecting, registering and using University owned printers (Mac and PC).
- 4. In the right column, under "<u>Apple Instructions</u>" please click on "Pharos Notify" under the item "Installing University Managed Printers".





5. The file, Notify.pkg will begin to download.



loads
s Netwo
Open
Show in Finder
Copy Address
Remove From List

🥪 Install Notify		
Welcome to the Notify Installer		

- 6. Once it has completed downloading please double click or ctrl + left click on the downloaded file to begin the driver installation. A new window will appear titled "Install Notify".
- 7. Please click continue to advance the installation. Please read the terms and click continue, again, to advance the installation. Please click install to begin the installation.

Go Back Continue	Go Back Install

8. You may be prompted for your password (or administrative password, please enter it accordingly) and click "OK".

	Installer requires that you type your password.			
	Name: admin			
	Password:	0		
▶ Details				
?		Cancel OK		

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9. Pharos Notify will now proceed to install. Upon finishing its installation it will inform you that it was successfully installed. Additionally a new window will appear titled "Notify Setup Assistant". Please click "Close" within the "install Succeeded" window.

Installation completed successfully	Server Address
	Enter the following network details for the Pharos Database Server. Server Address: server.domain.com
Install Succeeded	Server Port: 2355
	Server Timeout (s): 30
The software was successfully installed.	Enter the Database Server domain name or IP address, a port number and a timeout value. The port number should typically be 2355. If no timeout is specified, a default value of 30 seconds will be used.
Go Back Close	Cancel Go Back Continue

10. Leave all the settings to default in the "Server Address Window". Click Continue. Click Continue again. Click Done. [Leave all settings as their default]. Notify is now installed on your machine. Please proceed to the "selecting your printer" instructions to move forward with your printer install.

Enable Notify	Conclusion
Notify is currently enabled on this machine. Click the Disable button to disable it. Disable Enabling Notify will launch the Notify application and also make sure that it is automatically launched whenever a user logs in to this machine. Disabling it will quit the Notify application and remove it from the list of applications launched on login.	 The Pharos Notify Client is now using the following Database Server details. Database Server Address: server.domain.com Database Server Port: 2355 Database Server Timeout: 30 seconds If you need to change any of these settings at a later time, run this Setup Assistant again. By default, It is located in the /Library/Application Support/Pharos/Utilities directory.
Cancel Go Back Continue	Cancel Go Back Done



STILL HAVING ISSUES?

Contact the help desk at 215-951-4648 to find out the hours of the University's Student Laptop Clinic, located in the basement of Gutman Library.