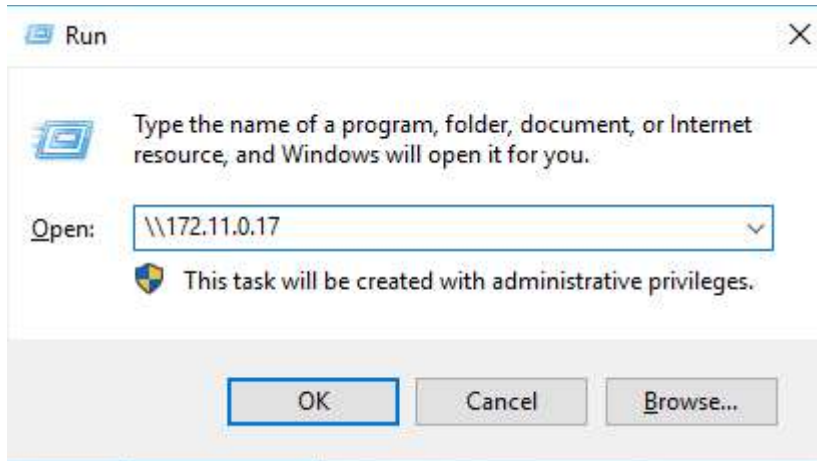
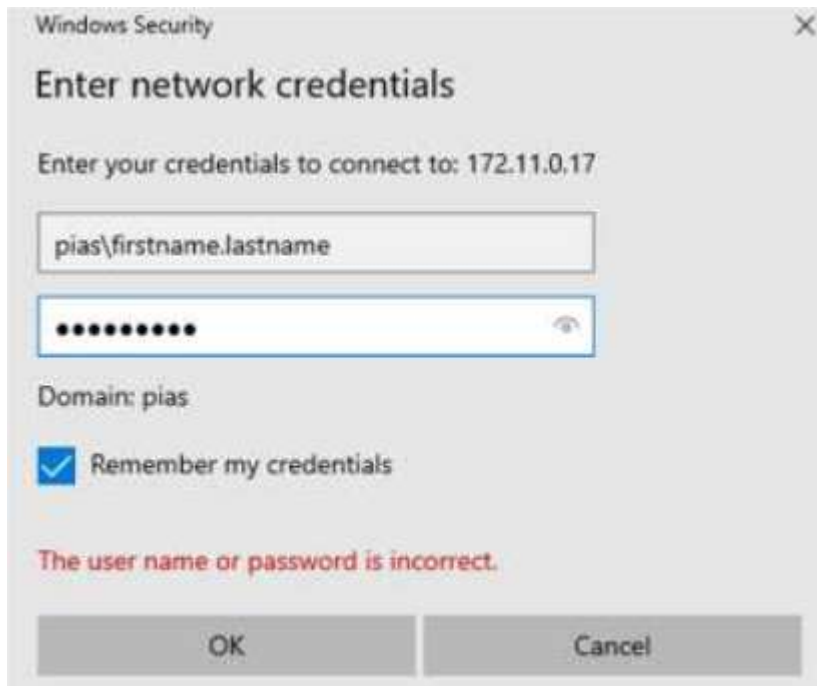


First Setup for New Adviser printer of Windows users
Connect to the PIAS Adviser Wifi
Type "windows key + R" on keyboard, key in \\172.11.0.17

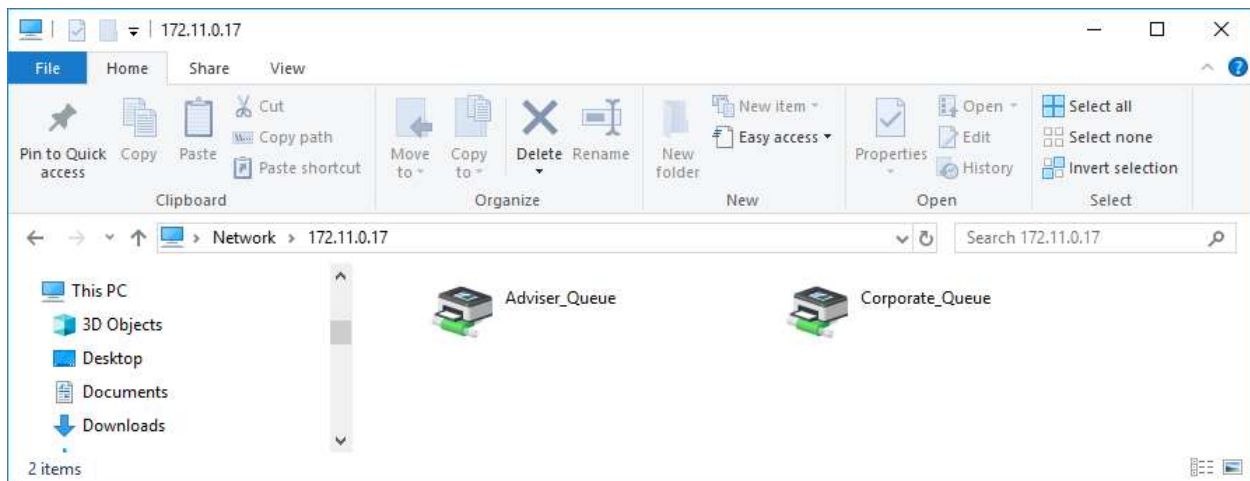


There will be a popup prompt from credentials



Username will be "pias\" + your email address without domain group
Sample: Firstname.lastname@proinvest.com.sg
Username will be: pias\\firstname.lastname
Password will Pro12345!

Once successful login below printer server will appear, please double click on the “Adviser_Queue”. System will ask to install the driver, after finish install the driver, printer setup will be done.



When print documents, select the printer



Adviser_Queue
on 172.11.0.17

For Macbook User

Connect to Your Printer

Click on the Apple symbol on the top, left-hand corner. Then, click System Preferences.



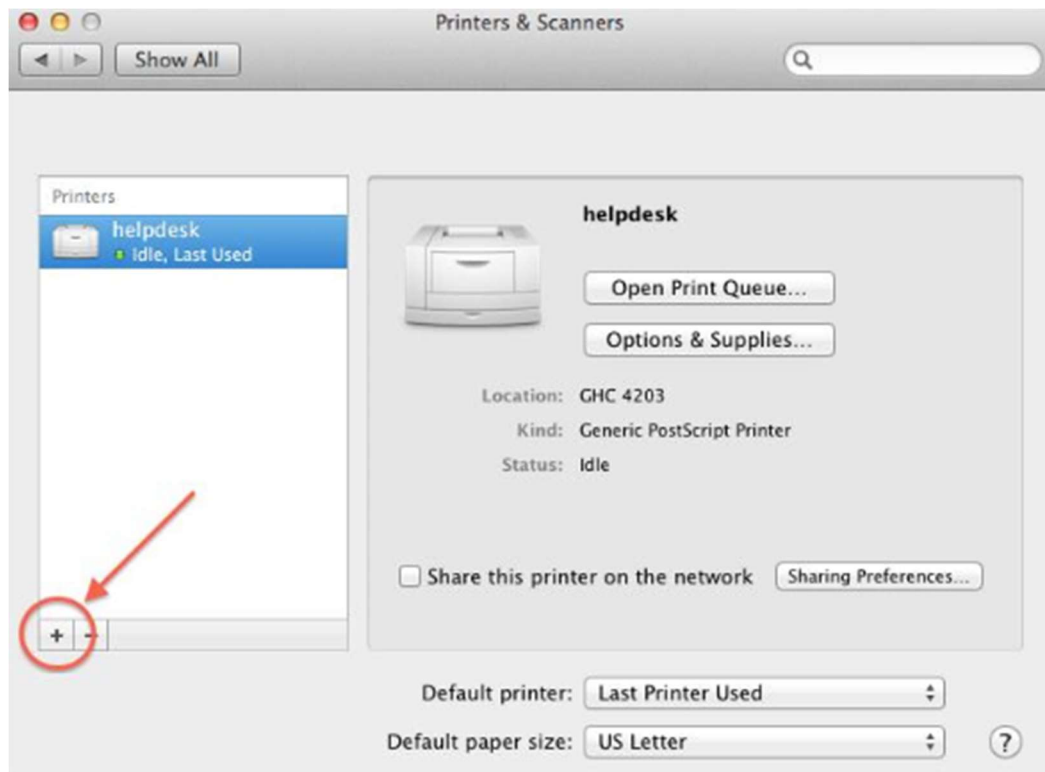
Step1:

Open System preferences, click on “printers & Scanners”



Step2:

Once in the Printers & Scanners window, click on the Plus (+) icon in the lower left hand corner of the Printers pane.

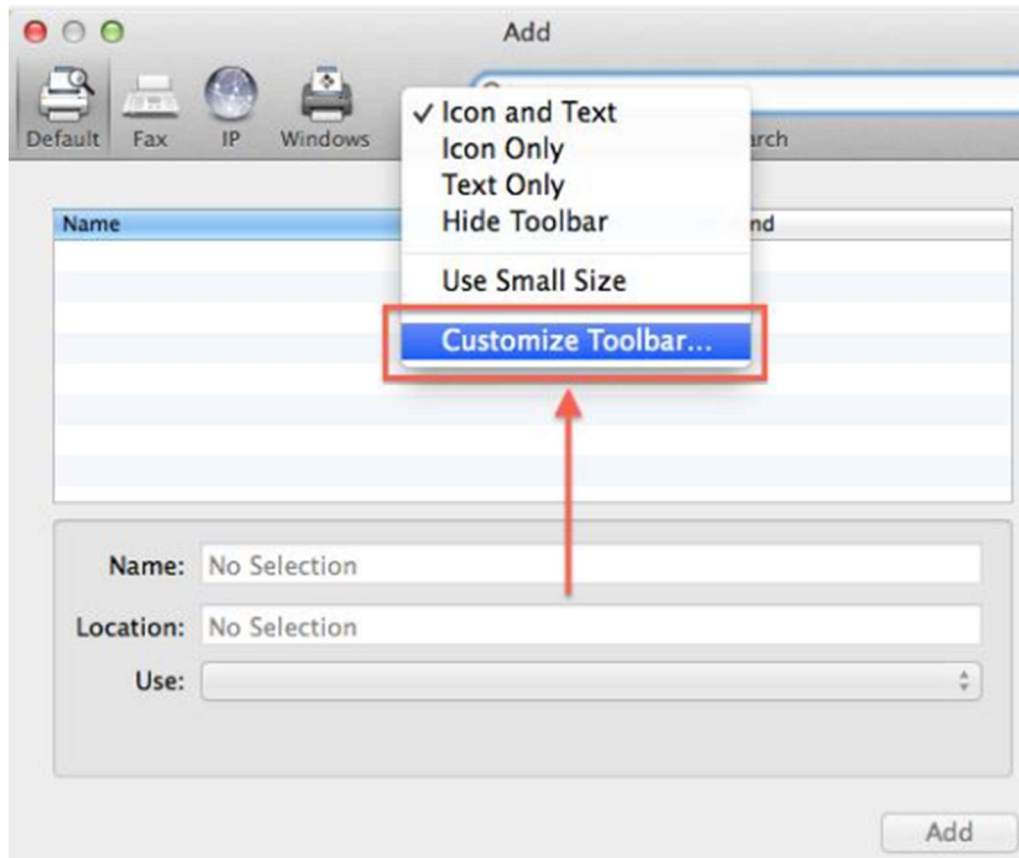


Step 3:

Once in the Add window, click on Advanced (the gear icon in the toolbar).

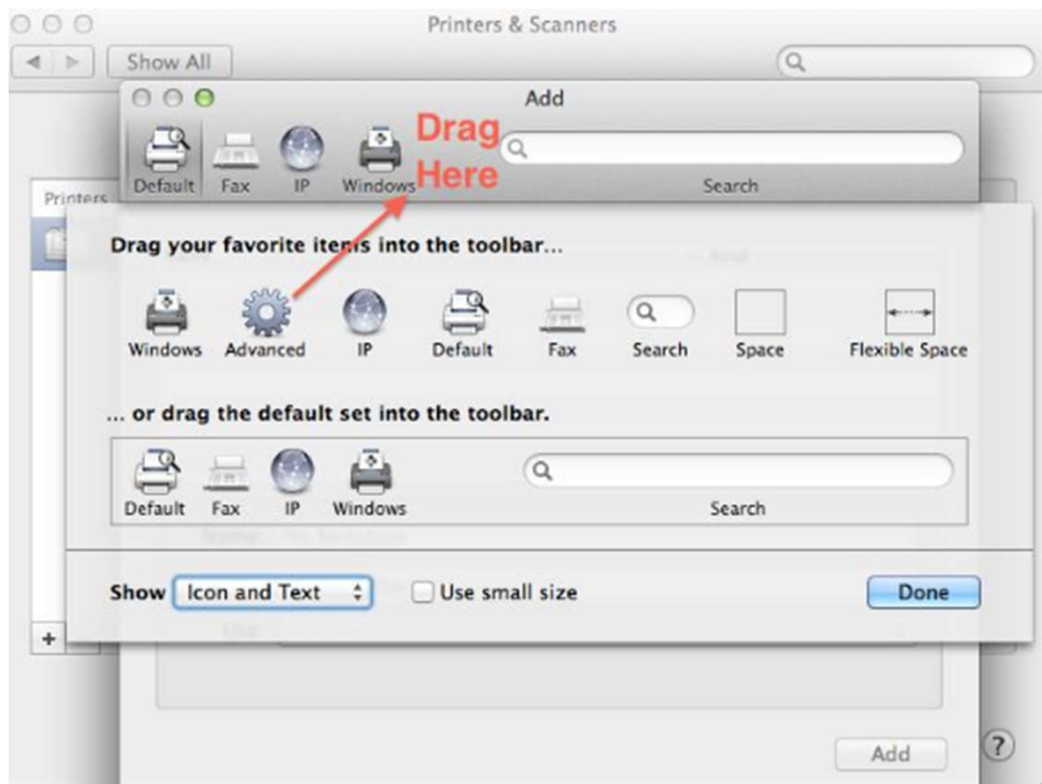
If you do not see an Advanced icon in the toolbar add it by doing the following:

Secondary click (or control + primary click) in the top of the pane (in the area where Fax, IP, Windows, Default and a search bar may appear). Select Customize Toolbar.



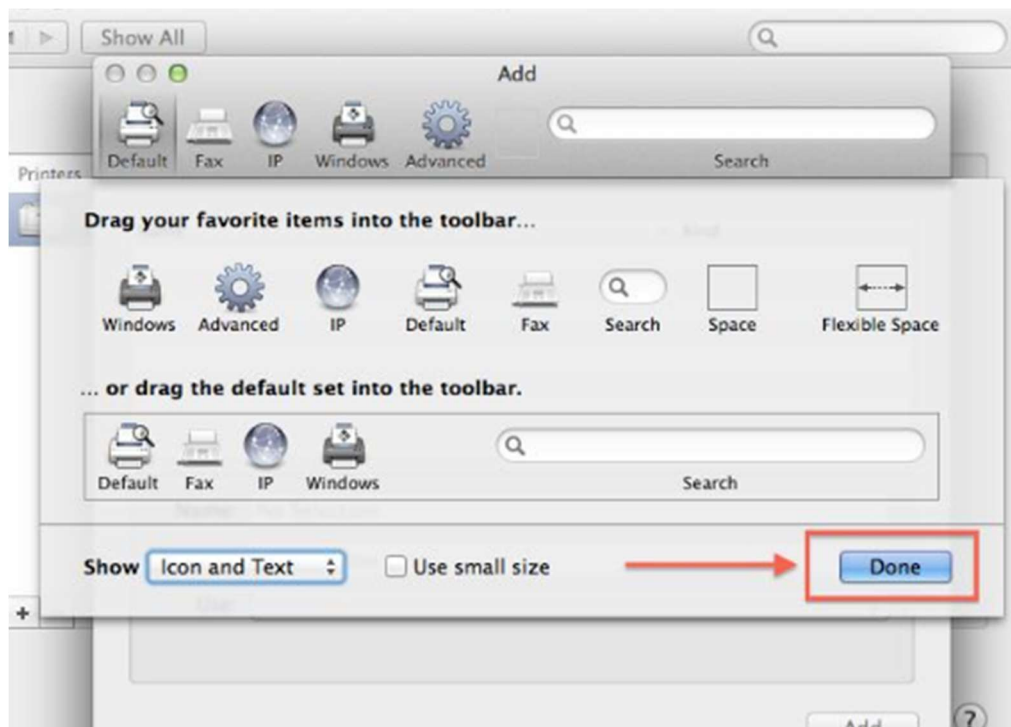
Step4:

Drag the Advanced item (displayed as a gear) into a space in the top of the toolbar.



Step 5:

Click on "Done" after the "Advanced" icon has been added to the Toolbar.



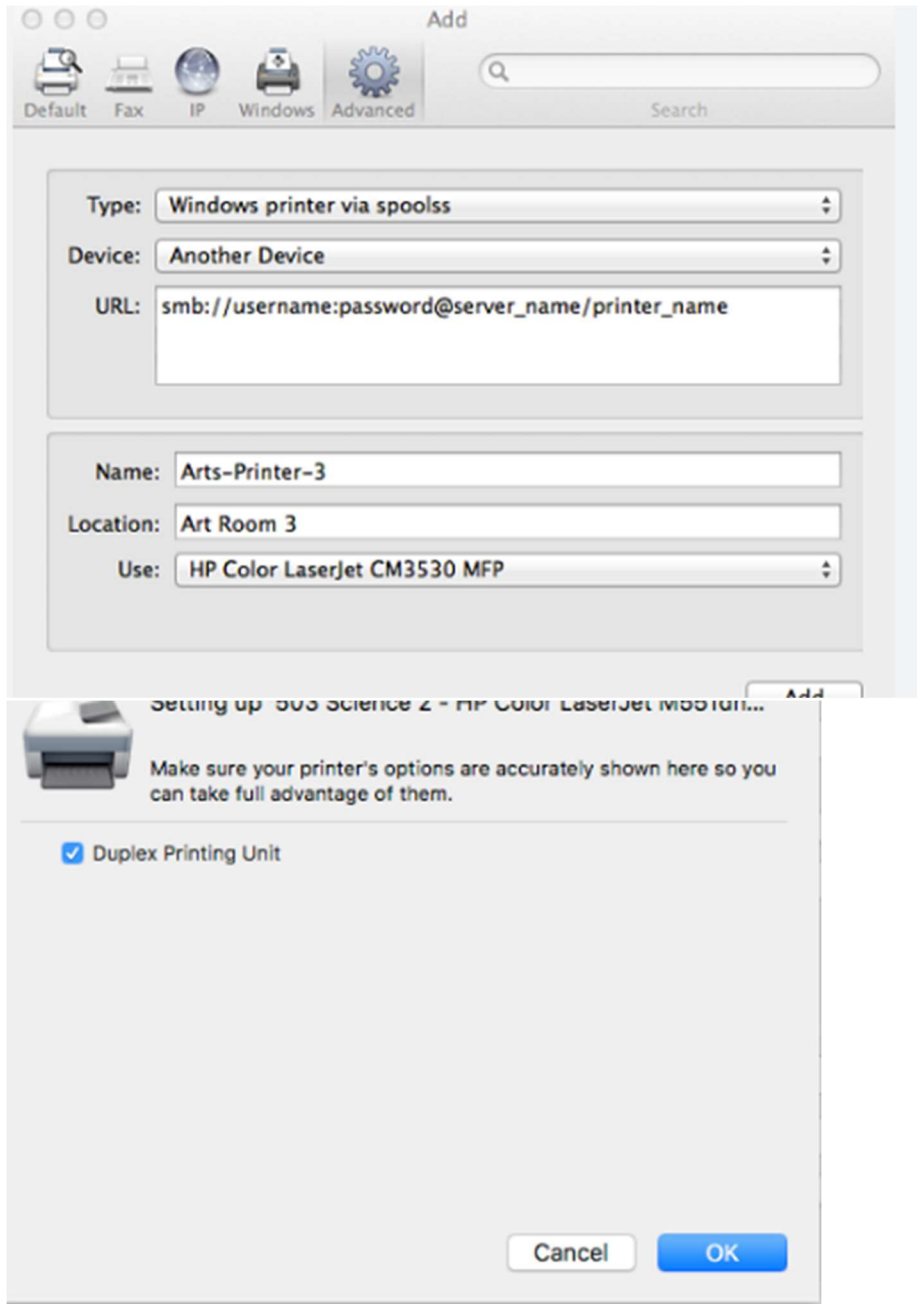
Step6:

Type choose windows printer via spools

URL: smb://172.11.0.17/Adviser_Queue

Use: Generic postscript Printer

Click on “Add” and tick duplex printing unit > OK (printer will add after that)



Step7:

Print the documents with select the printer "smb://172.11.0.17/Adviser_queue"

Windows will ask to key in the username and pw

Username: firstname.lastname/ Christiannname.lastname

Password: Pro12345!

****Noted:** do not save your password to your keychain. It will be unable to connect to the correct user after that.

With this, for Mac book user, every time require to login the username and pw to print the documents.