Changing Printer Defaults in OSX
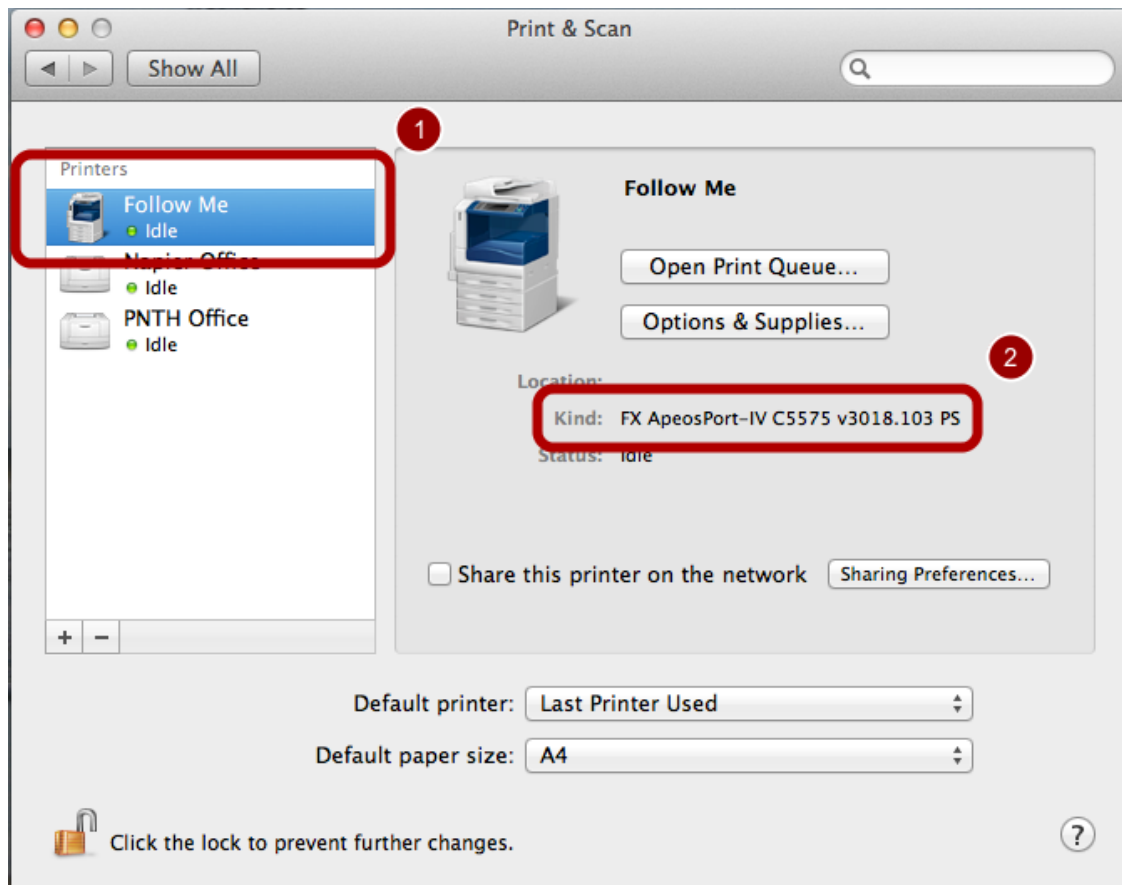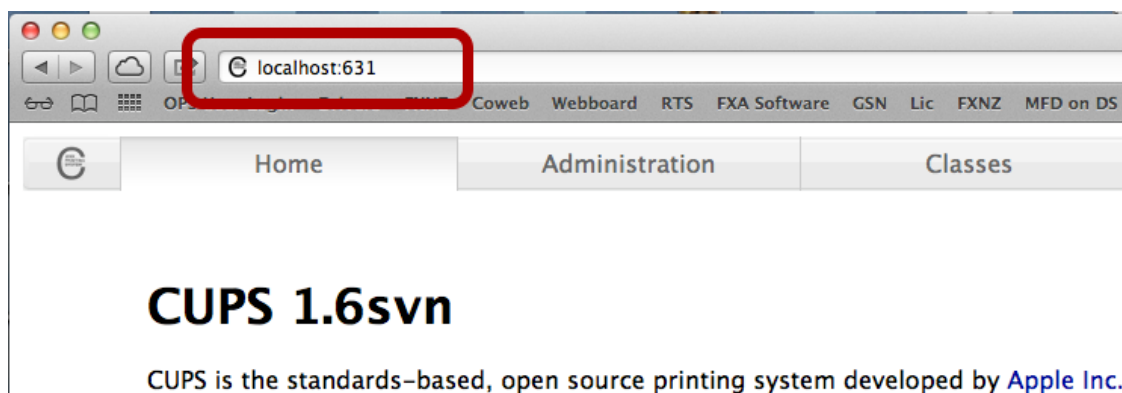
This brief document will show you how to change your printing defaults on your Mac using CUPS.

Driver

Make sure you have the printer loaded with the correct driver. You can check this in System Preferences, Print and Scan.

Open CUPS

Open Safari (or other web browser) and type   localhost:631   into the address bar and enter.

Setting the defaults

Click the Printers tab

Setting the defaults

Click the followme (or other) Queue Name

Setting the defaults

Use the Administration drop down menu and select "Set Default Options"

Setting the defaults

Set Default Options for Follow_Me

[Query Printer for Default Options]

Options Installed   **General**   **Transparency Separators**   **1. Image Options**   **2. Color Adjustment 1**
C   **5. Color Balance M**   **6. Color Balance Y**   **7. Color Balance K**   **Banners**   **Policies**   **Port Monitor**

Options Installed

Output Options:	Finisher Type C (2 Holes / 4 Holes) ⇕
Right Bottom Tray (Booklet Maker):	⦿ Not Installed ○ Installed
Left Top Tray (Face Up):	○ Not Installed ⦿ Installed
Paper Tray Configuration:	4 Trays (High Capacity Tandem Trays) ⇕
High Capacity Feeder:	○ Not Installed ⦿ Available
Paper Size Settings:	AB Series (8K / 16K) ⇕
Switch Paper Size (8K / 16K):	Traditional Chinese ⇕
Minimum Passcode Length:	0 ⇕
Customize User Prompts:	Display User ID and Account ID Prompts ⇕

[Set Default Options]

Select "General"

2 Sided Print

General

Paper Size:	A4 (210 x 297mm) ⇕
Paper Tray:	Auto Paper Select (Type / Color) ⇕
Tray 5 (Bypass):	○ Yes ⦿ No
Paper Type:	Printer Default Type ⇕
Paper Color:	White ⇕
2 Sided Print	✓ 1 Sided Print
	2 Sided Print
Collated	2 Sided, Flip on Short Edge
Output Destination:	Auto Select ⇕
Staple:	No Staple ⇕
Hole Punch:	No Punch ⇕
Hole Punch Settings:	Printer Default ⇕
Folding:	No Folding ⇕
Offset Stacking:	No Offset ⇕
Add Front Cover:	No Front Cover ⇕
Add Back Cover:	No Back Cover ⇕
Separators:	No Separators ⇕

Change 1 Sided Print to 2 Sided Print

Black and White Print

Separators: No Separators
Booklet Creation: No Booklets
Booklet Output Size: Printer Default
Booklet Divide Output: Off
Draw outlines option in Booklet: ⦿Off ○On
Print Mixed Size Originals: ⦿Same Size ○Mixed Sized
Custom Paper Auto Orientation: ⦿On ○Off
Feed Orientation: Portrait
Skip Blank Pages: ⦿Off ○On
Substitute Tray: Printer Default
Output Color: ✓ Color
Black and White
Gray Guaranteed:
Invalidate Color Profile: ⦿Off ○On
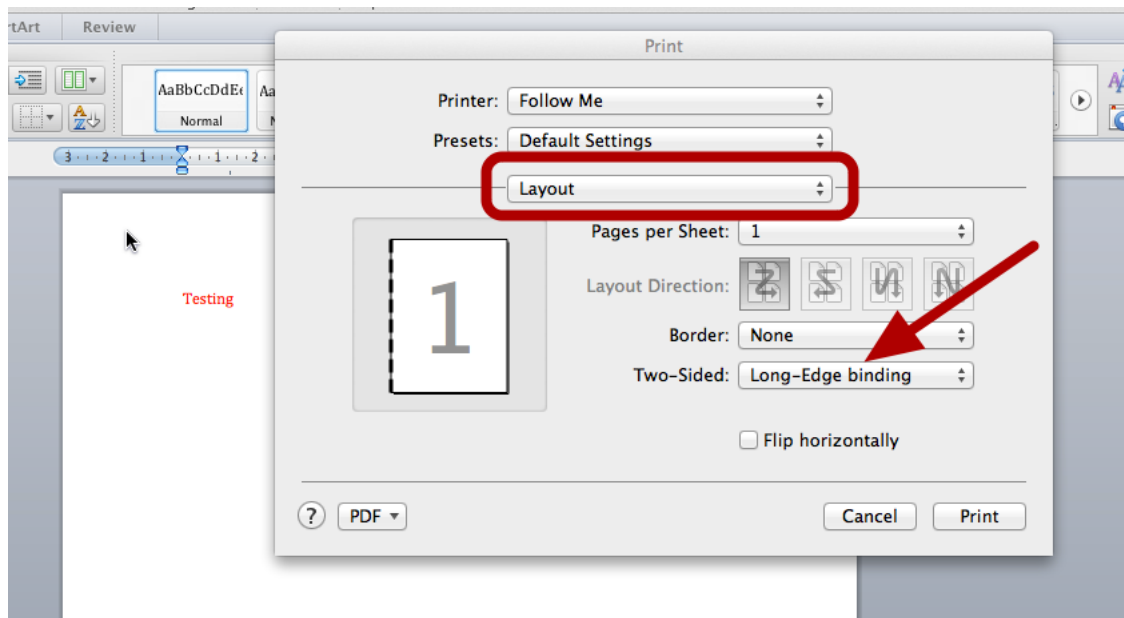Image Enhancement: ⦿On ○Off
Draft Mode: ⦿Off ○On
Trapping: ⦿Off ○On
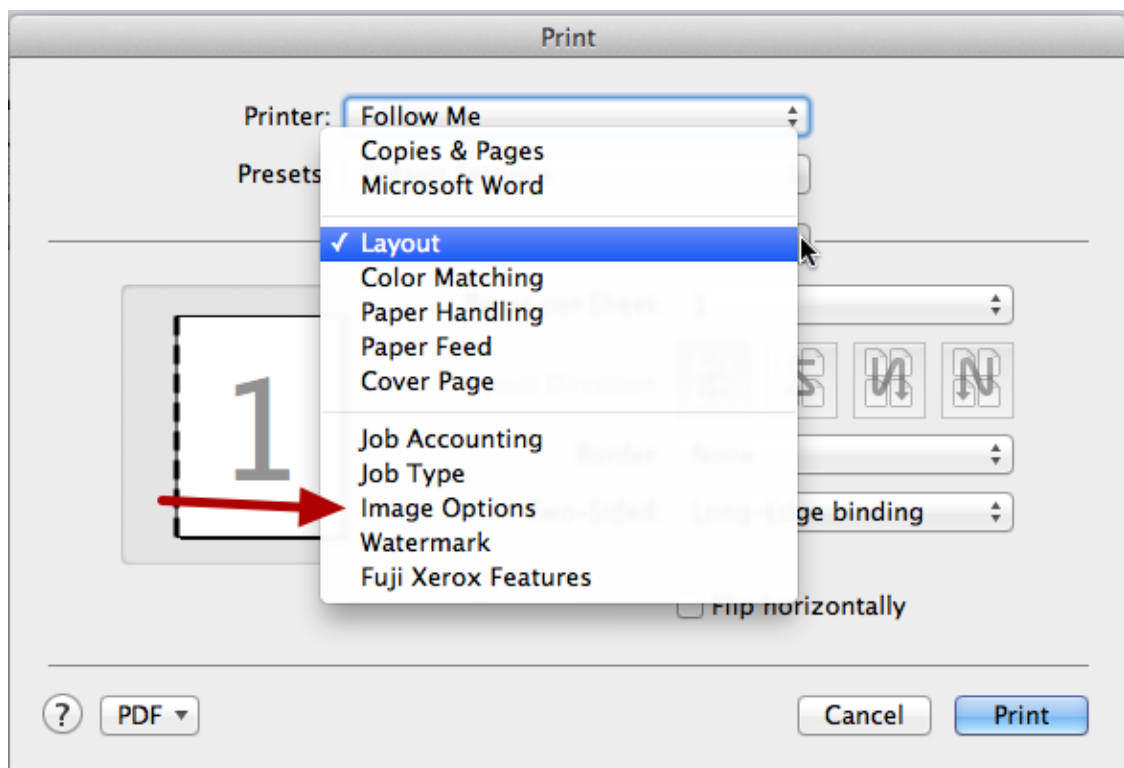Sharpness: None

Set Default Options

Scroll down and change Color to Black and White and click the "Set Default Options" button.
You can now close your browser.
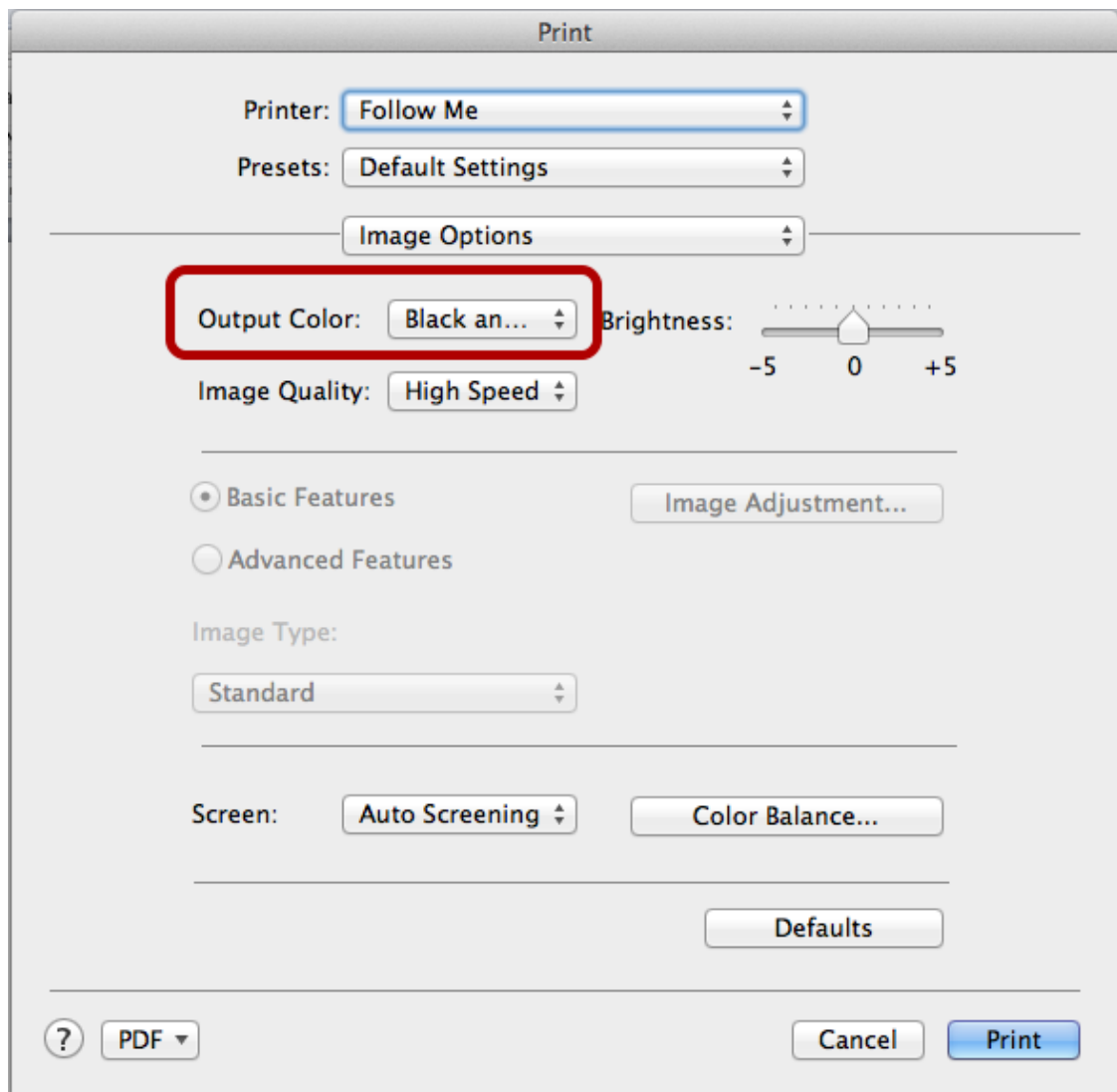
Test the settings have taken effect

Open a document and select print, then use the drop down menu to select "Layout" and check that "Long-Edge binding" is set.

Test the settings have taken effect

Use the drop down again and select "Image Options"

Test the settings have taken effect

and check that "Black and White" is set.   All done.