How to add a FollowYou Printer

FollowYou Printing

FollowYou printing is the prefered method of printing. It is based in Amazon systems and is adopted company wide.

By selecting you printer from the list by location, you'll take the name of the print server and use it during the setup. We'll be using SFO19 as an example.

Follow you printing allows you to go to the printer, scan you badge to retrieve your print jobs easily.

These printers are only available using the WPA2 network.

it-support   mac   windows   printer

edited Aug 12 at 22:08   asked Jun 25 at 21:45

                                                    Pierce Devol ♦
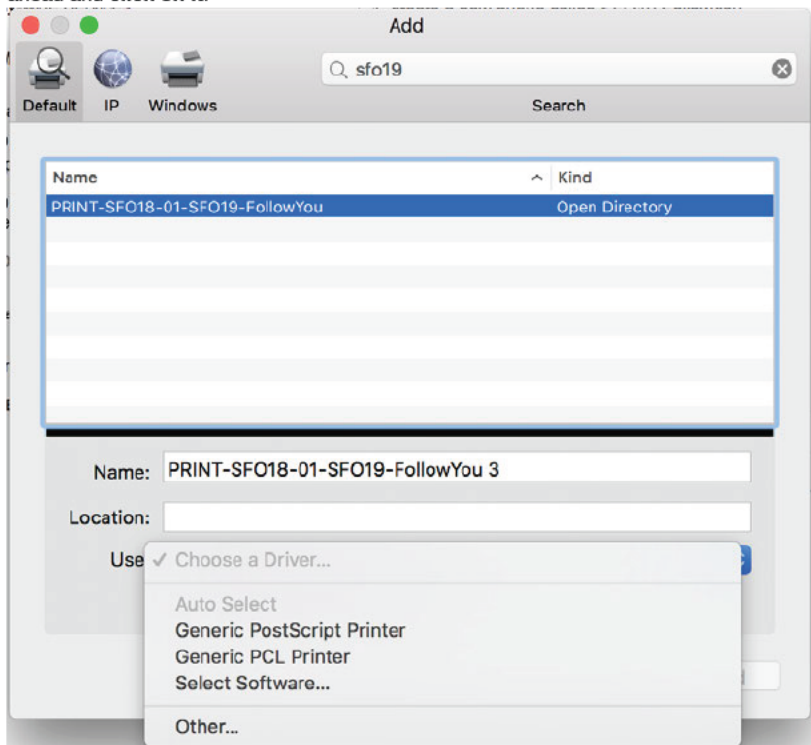   459   19

1 Answer

MacOS

Before you begin: connect your Mac to WPA2

Note: These instructions use SFO19 as the example, if you are not at SFO19 please select the appropriate pritner name from this list:

1. Do a Spotlight Search [Command + Space], and type in *Printers*.
2. **Click on *Printers & Scanners***.
3. Click on the add button (**+**), if a menu appears, choose add printer or scanner.
4. In the search bar, type in *SFO19*.
5. After a *noticeable* amount of time, `PRINT-SFO18-01-SFO19-FollowYou` should appear. Go ahead and **click on it**.
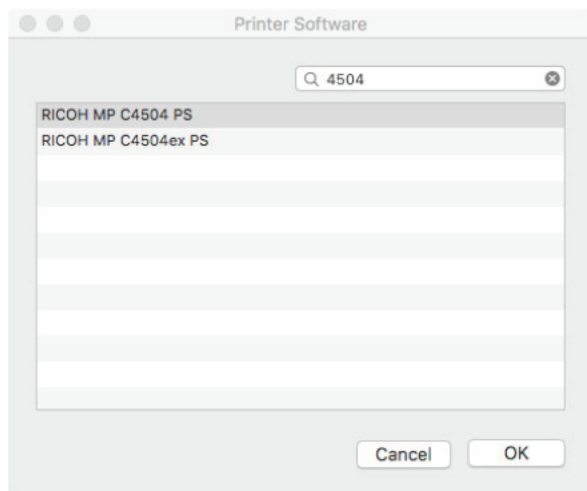

6. In the drop down box at the bottom, named **Use**, you have two choices:

Choose `Generic PostScript Printer` for a quick install for only basic functions.

Or

For more **advanced functions**, such as **color**, duplex printing, stapling we'll install drivers specific to the copier.

7. Choose **Select Software...**

8. In the **search bar,** enter `4504` .

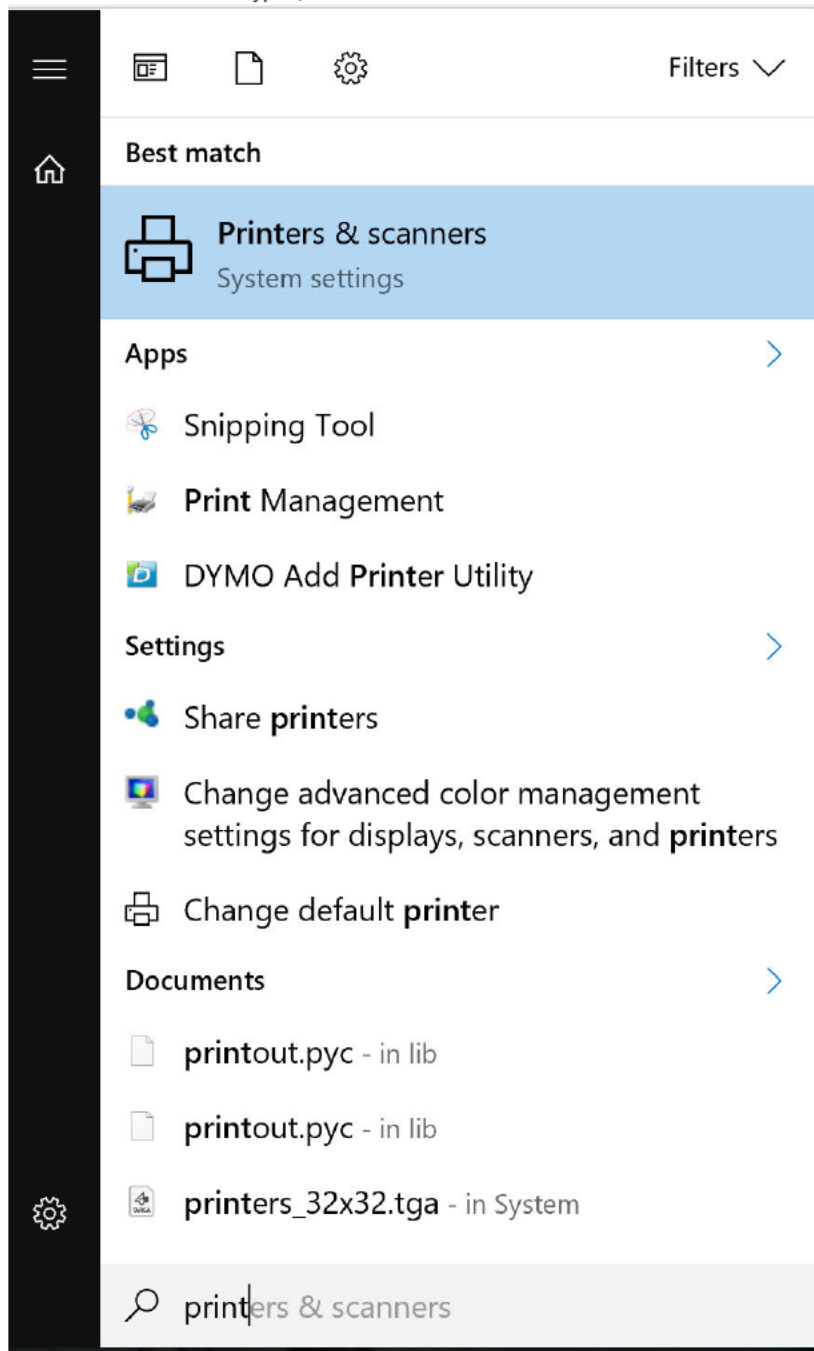9. Select `RICOH Aficio MP C4504 PS` and hit **OK**.

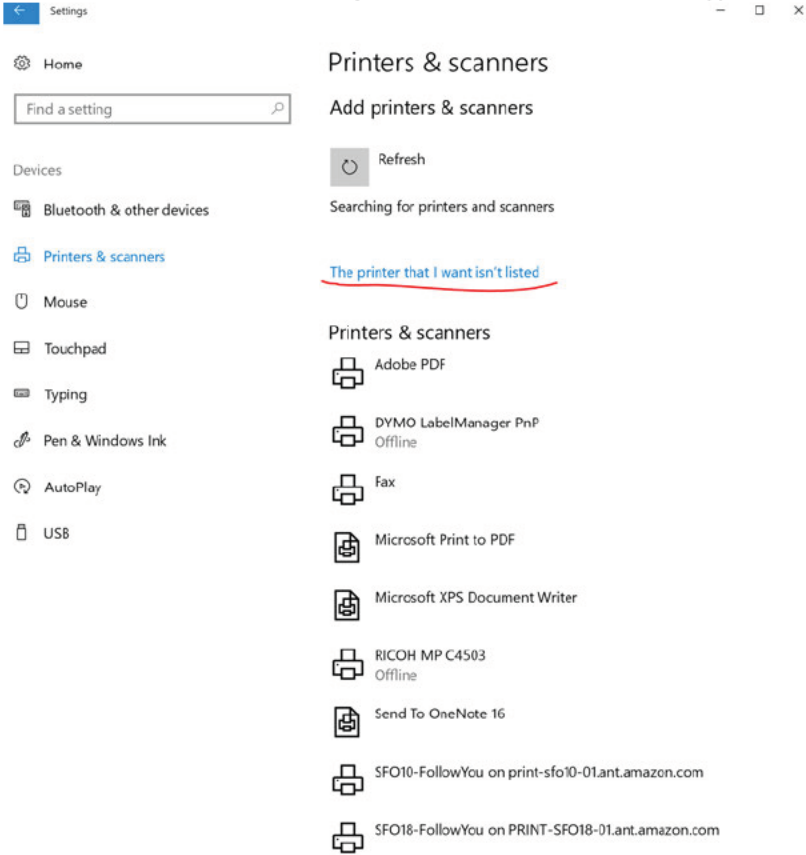10. Click **Add** and wait for the installation to complete.

Windows

Before you Begin: make sure you are connected to wpa2.

1. Click the **Start** button and type `printer` and then select **Printers & Scanners**.

☰	🗔	📄	⚙️		Filters ∨

Best match

🖨️ **Printers & scanners**
System settings

Apps   ›

✂️ **Snipping Tool**

🖋️ **Print** Management

Ⓓ DYMO Add **Printer** Utility

Settings   ›

🔗 Share **print**ers

🖥️ Change advanced color management
settings for displays, scanners, and **print**ers

🖨️ Change default **print**er

Documents   ›

📄 **print**out.pyc - in lib

📄 **print**out.pyc - in lib

🖼️ **print**ers_32x32.tga - in System

🔍 **print**ers & scanners

2. Click the **+** button and wait for the **The printer that I want isn't listed** link to appear.
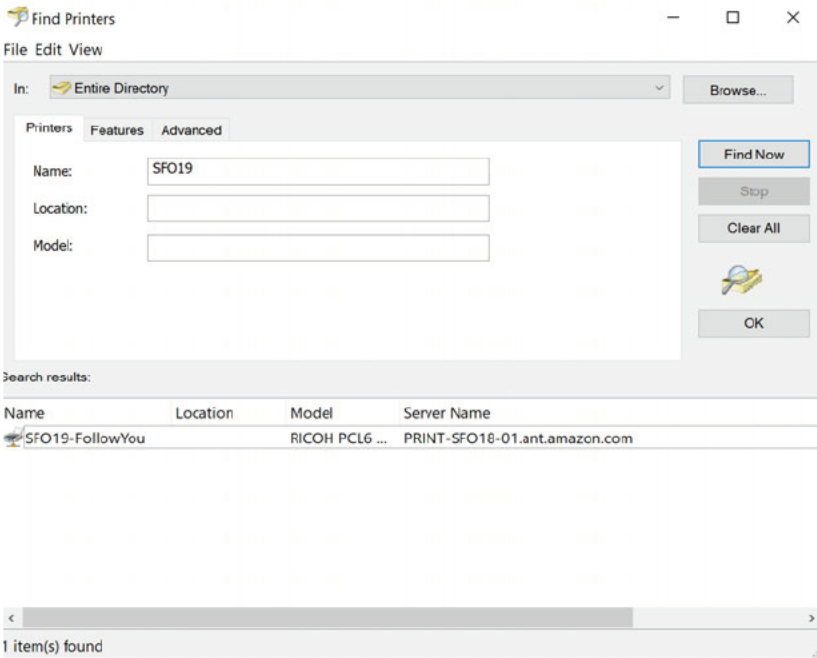

3. Select **Find a printer in the directory, based on location or feature.** and hit **next**
4. After the new window opens, click on the **Stop** buttton.
5. Enter `SFO19` into the **Name:** field and click **Find Now**.
6. Select **SFO19-FollowYou** and click OK.

7. Click on through the remaining prompts, the printer should have been successfully added.

edited Jul 10 at 16:30   answered Jun 25 at 21:45

                                                          Pierce Devol ♦
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Hey that's great but these instructions does not address direct ip printing? – coral Jun 26 at 21:01

Hey, I'm working on that one as we speak. keep an eye out. – Pierce Devol ♦ Jun 26 at 21:21

Here is the link to the Direct IP Printing Instructions: qna.xarth.tv/questions/197/... – Pierce Devol ♦ Jun 26 at 22:09

1   This is for SFO19 only, You can use the same instructions for SFO18 but just replace the numbers – Mark Bailey (mabail) ♦ Jul 9 at 23:12

The instructions say to install Africo drivers but the screenshot doesn't – Brent Hron k Aug 16 at 19:10

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Add Another Answer