

## CybraryN™ KB Article

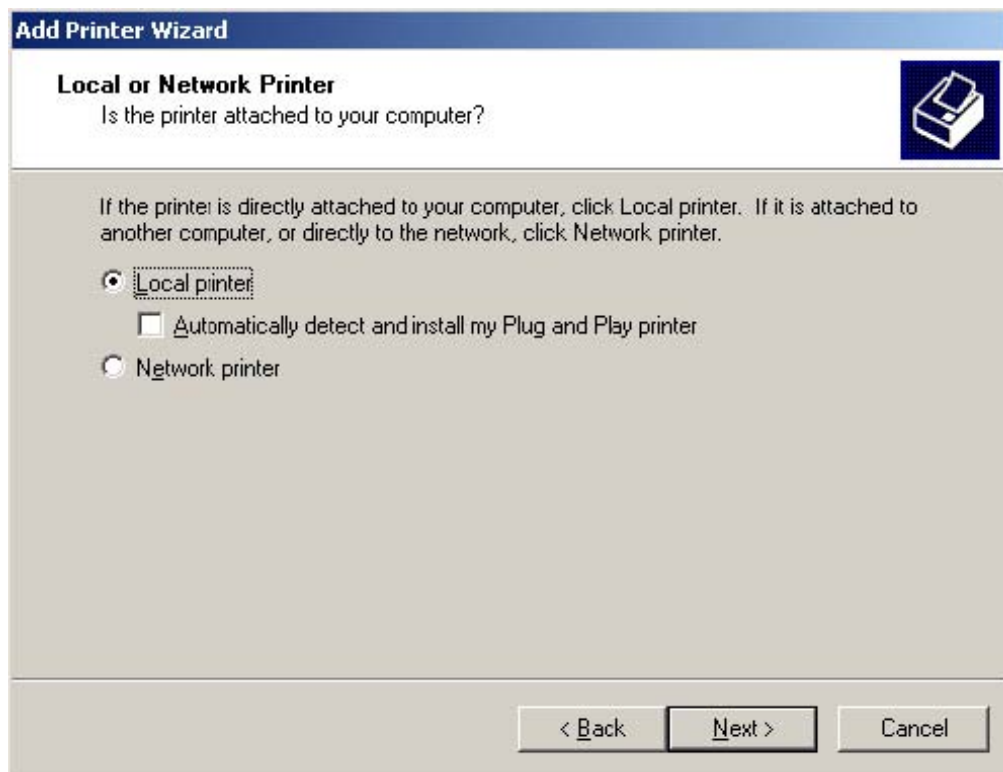
### Creating a Local Hold Printer

#### Issue

A local hold printer must be created on each workstation before configuring the CybraryPrint™ client software.

#### Solution

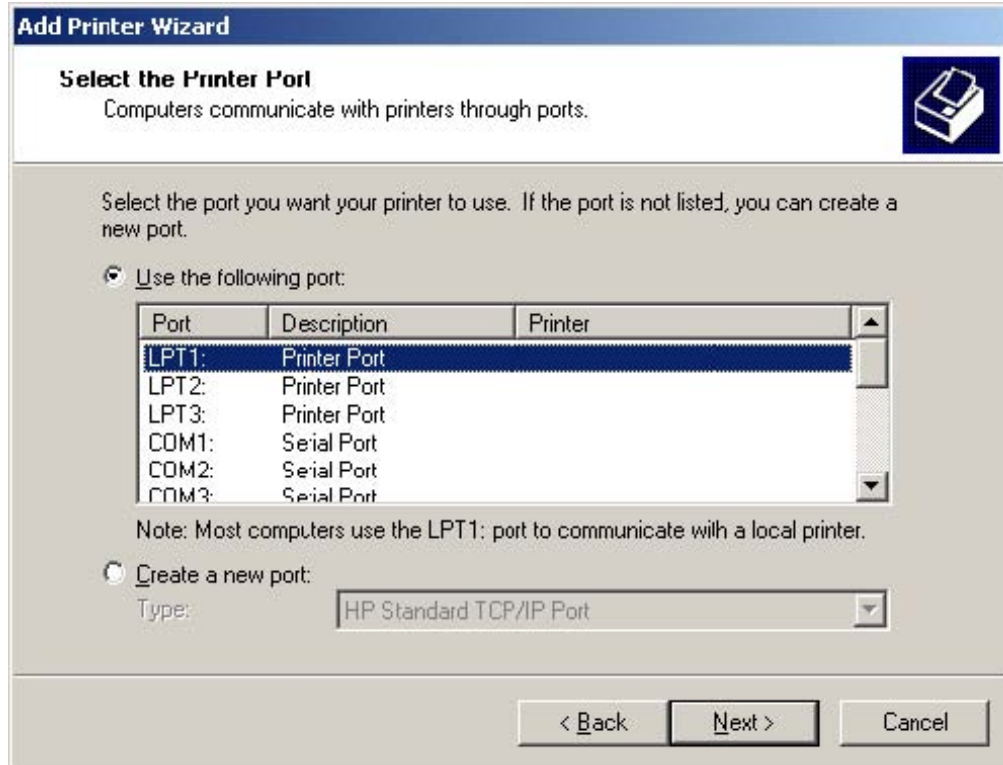
1. Click **Start** > **Settings** > **Printers**
2. Click **Add Printer**.
3. Select **Local printer**. Uncheck “Automatically detect and install my Plug and Play printer. Click **Next** when done.



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4. Select **LPT1** from the port list.

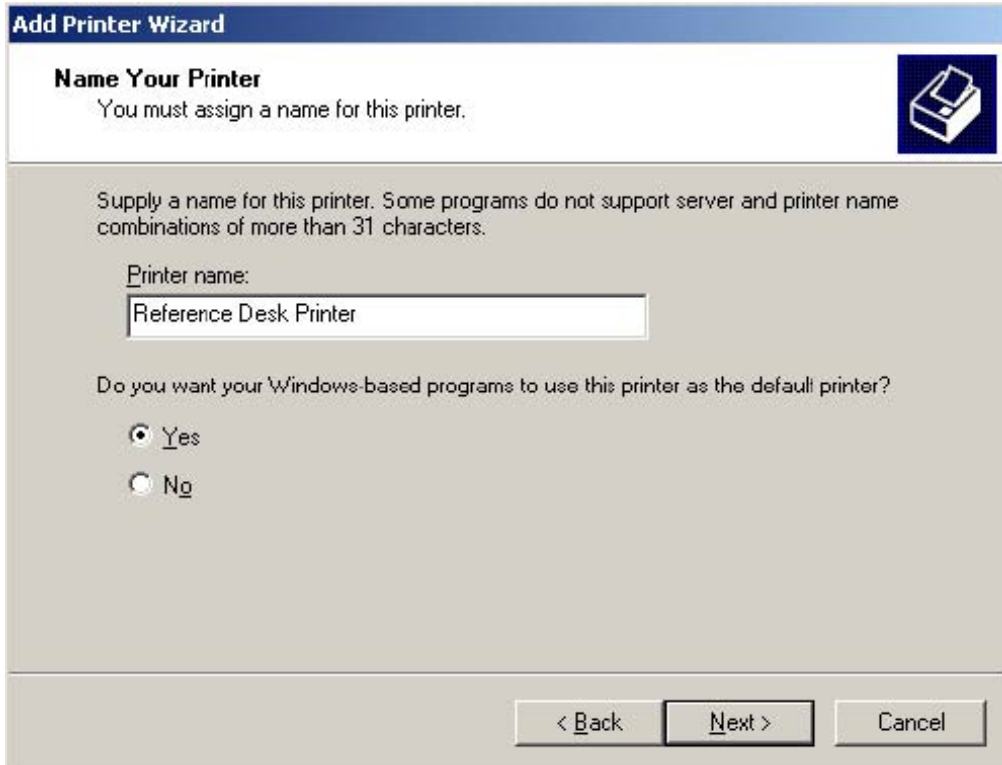


5. Select the printer and driver. It is recommended that a PostScript driver be selected. If a Postscript driver is not available, please visit [www.cbdusa.com](http://www.cbdusa.com) for a list of currently supported printers and drivers. The driver for this local hold printer must match the driver for the network printer exactly.

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6. Name the printer. Click **Next**.



**Add Printer Wizard**

**Name Your Printer**  
You must assign a name for this printer.

Supply a name for this printer. Some programs do not support server and printer name combinations of more than 31 characters.

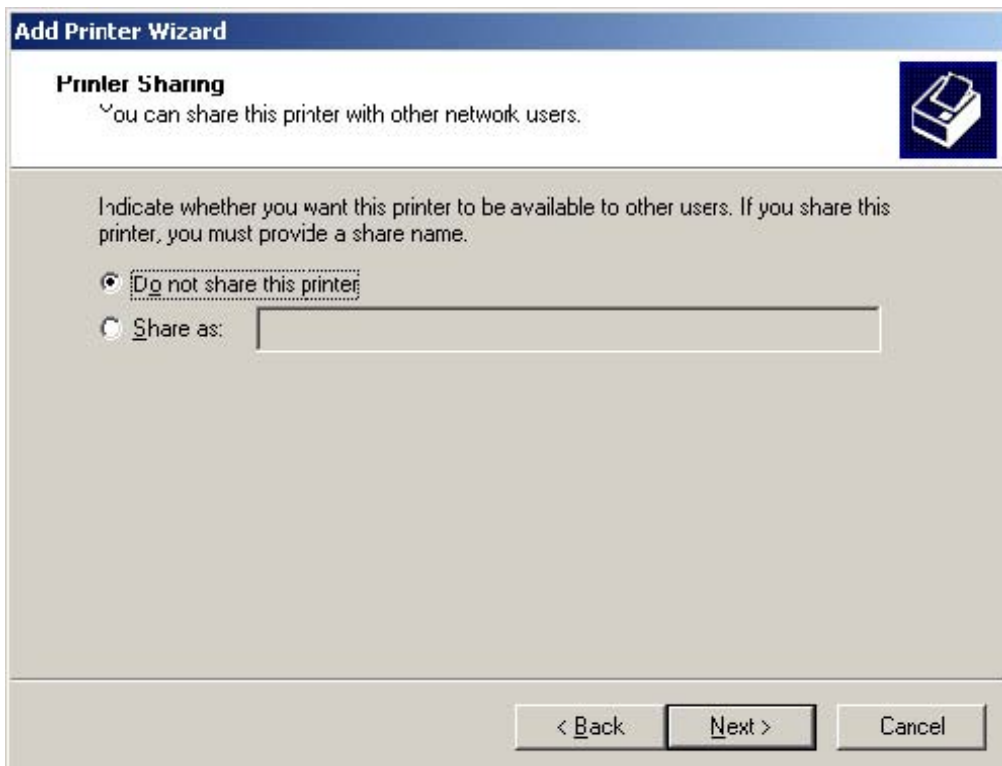
Printer name:

Do you want your Windows-based programs to use this printer as the default printer?

Yes  
 No

< Back   Next >   Cancel

7. **Do not** share the printer. Click **Next**.



**Add Printer Wizard**

**Printer Sharing**  
You can share this printer with other network users.

Indicate whether you want this printer to be available to other users. If you share this printer, you must provide a share name.

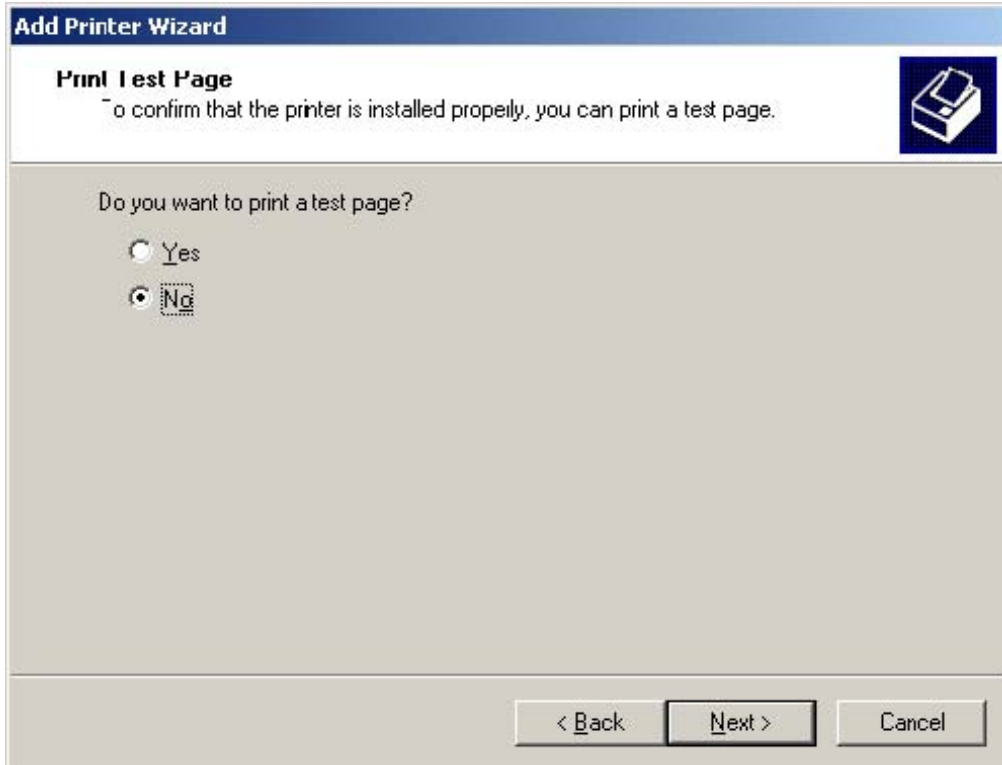
Do not share this printer  
 Share as:

< Back   Next >   Cancel

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8. Do not print a test page. Click **Next**.

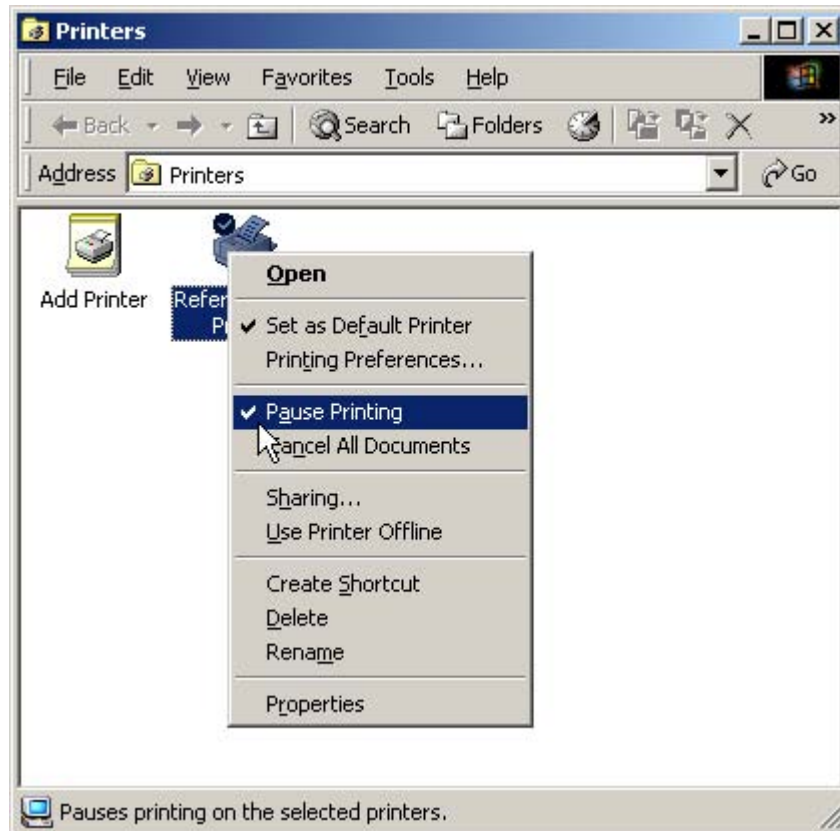


9. Click **Finish** to end the Wizard.

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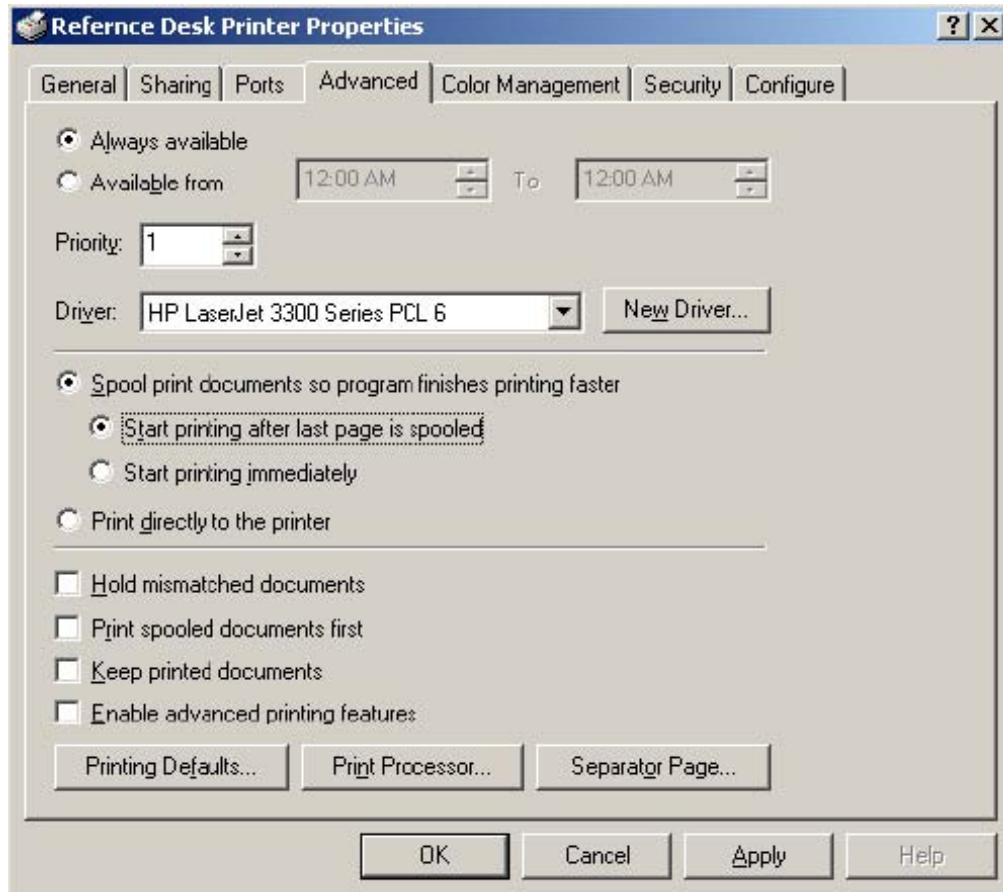
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10. In the Windows Printers dialog box, **right-click** on the new Local Hold printer and select **Pause Printing**.



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- Right-click on the new Local Hold printer again, and then select **Properties**. Change the following settings:
  - Uncheck **Enable Advanced Printing Features**
  - Select **Start printing after last page is spooled**
  - Click the **Print processor** button and ensure that Print Processor is “WinPrint” and the default data type is “RAW”



- Click **OK** when done.