

How do I install PaperCut on my laptop? (Guests)

1237 June 13, 2024 [Printers](#), [Printers & Projectors](#) 848

PaperCut is installed automatically on all LPS Macbooks. Currently this is not automatic for LPS Windows laptops.

Alternatively, guests have the ability to install PaperCut on their **Windows** or **Mac** laptops. This feature is not supported on **iOS**, **Android** and **Chromebook** devices.

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Windows Install

1 - Go to the [install page](#) at:

<https://lps-papercut.lawrence.k12.ma.us:9192/print-deploy/client-setup/windows.html>

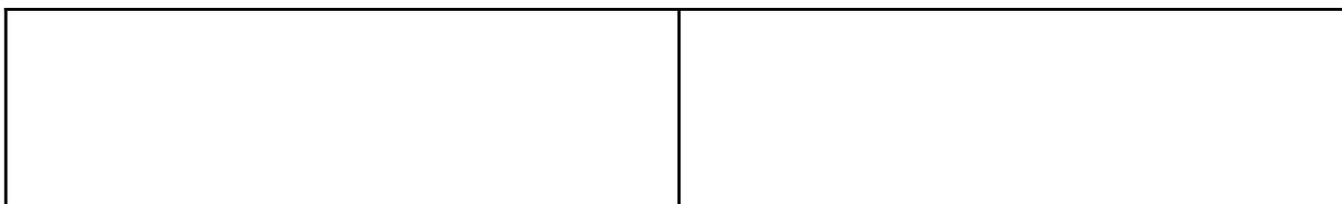
NOTE: You will need to be connect to the LPS network before visiting the download page

2 - Click the "**Download**" button under step 1 to download the application

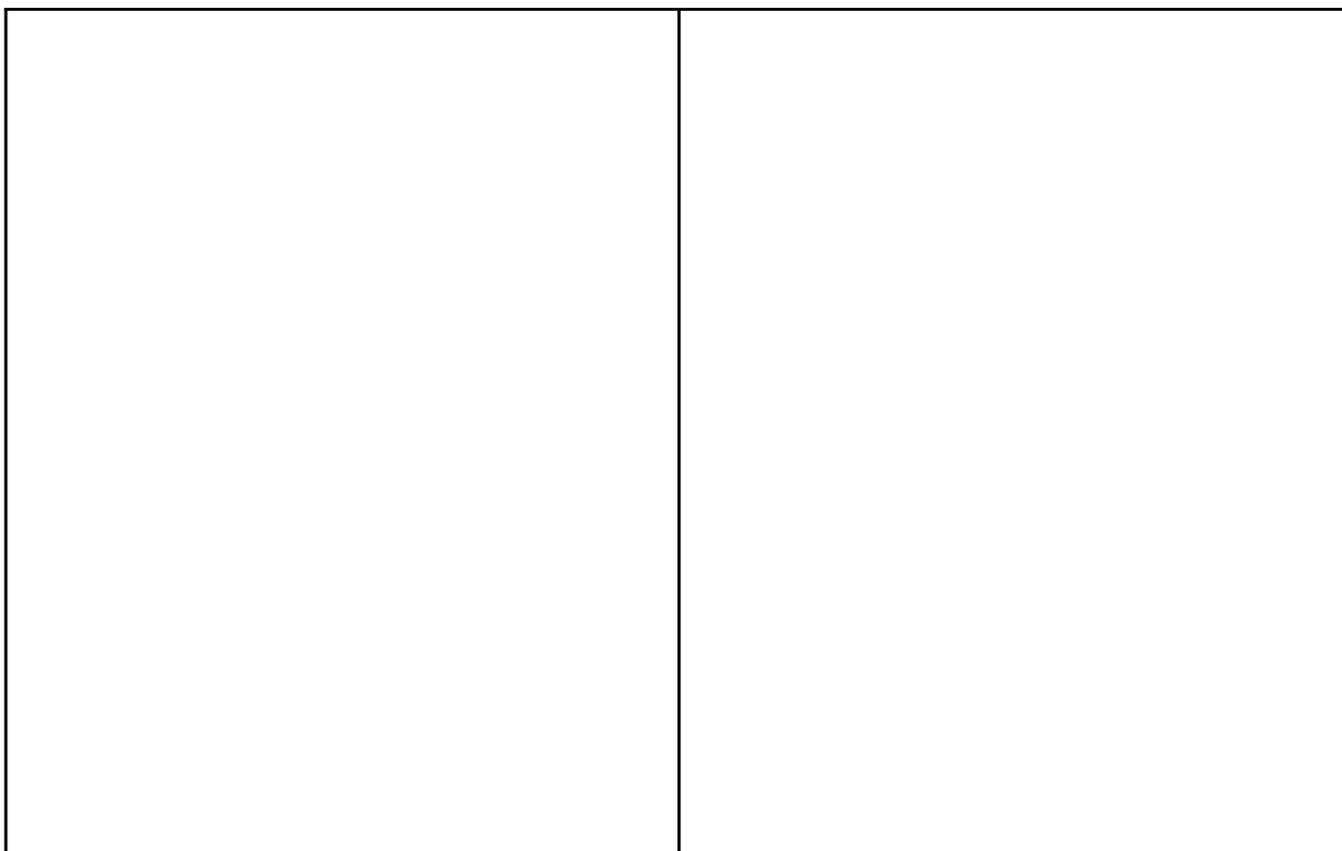
3 - Locate the downloaded application and **open** it to start the setup process

4 - The setup window will appear, click the "**Next**" button to start the installation

5 - Setup should take a moment. Once complete click on the "**Finish**" button to finish the setup



6 - The **PaperCut** log in window should appear after installation. If the log in window does not appear it can be opened by **right-clicking** on the **green PaperCut icon** in the **bottom-right** system tray and choosing "**View my printers**"

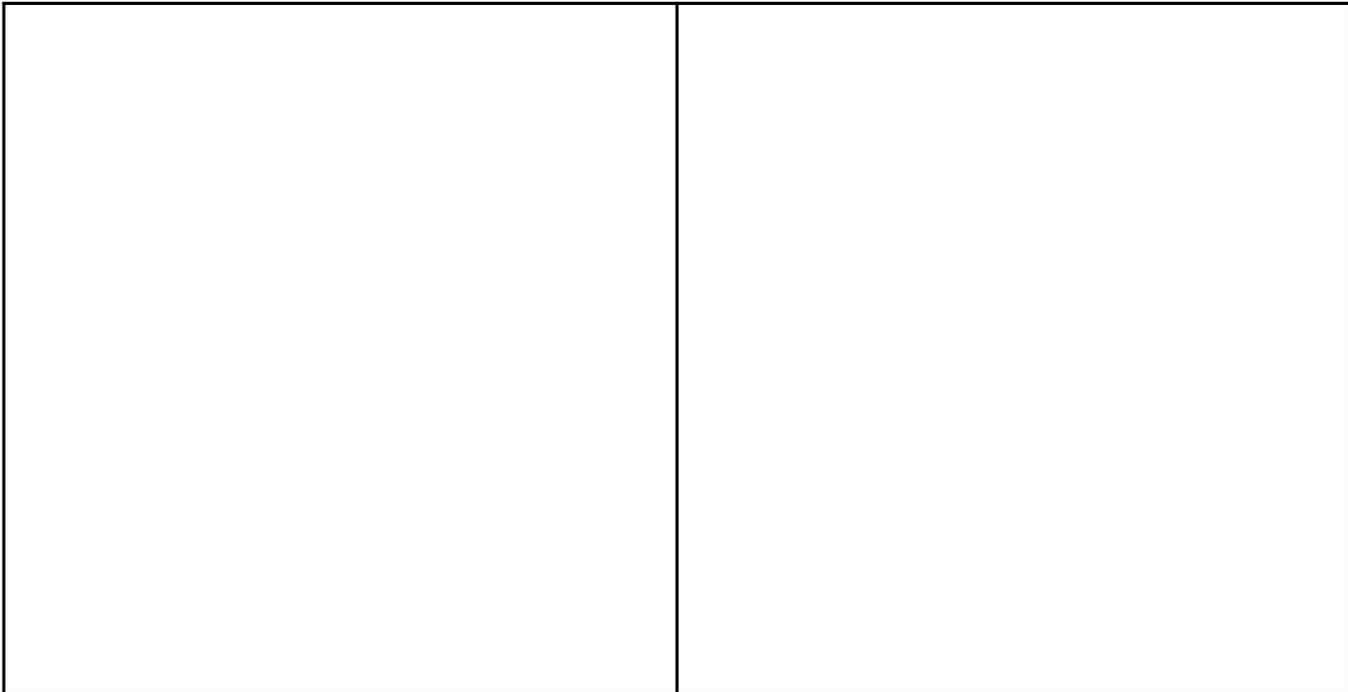


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7 - Click on the "**Sign in with Microsoft**" button, another log in window will appear. Log in using your **LPS account** email and password. Page can be closed after logging in

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8 - Once logged in you will see any printers that have been added to your account. Printers will also be auto-installed so no extra work will be needed



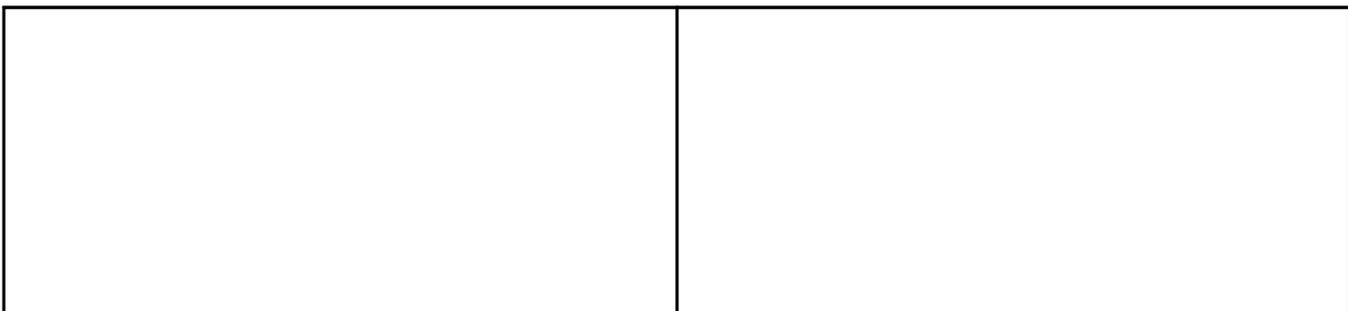
9 - You can now print as you normally do to any printer. Printer will appear in the system with the same name that appears on PaperCut

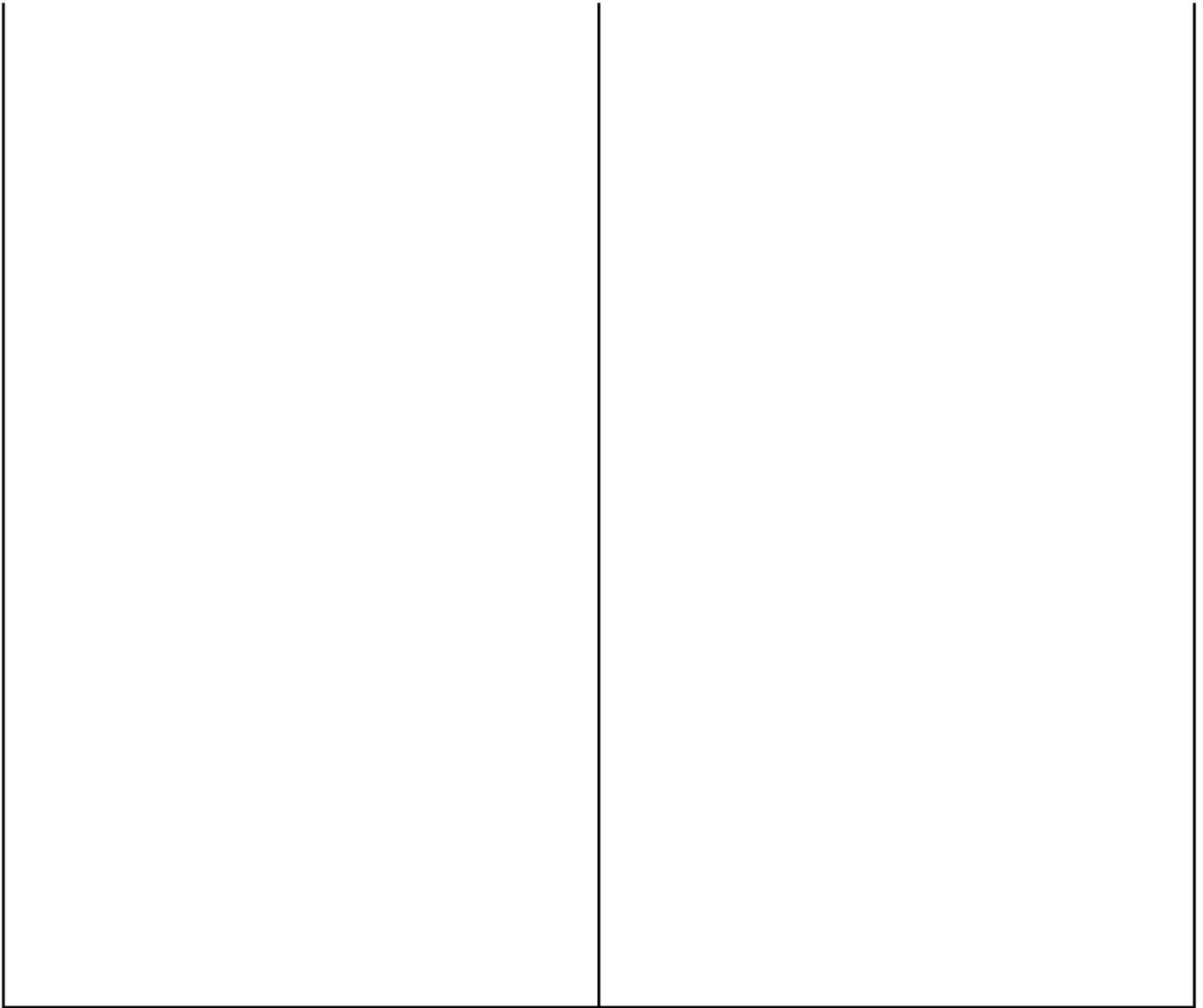
Mac Install

1 - Go to the [install page](https://lps-papercut.lawrence.k12.ma.us:9192/print-deploy/client-setup/macos.html) at:
<https://lps-papercut.lawrence.k12.ma.us:9192/print-deploy/client-setup/macos.html>

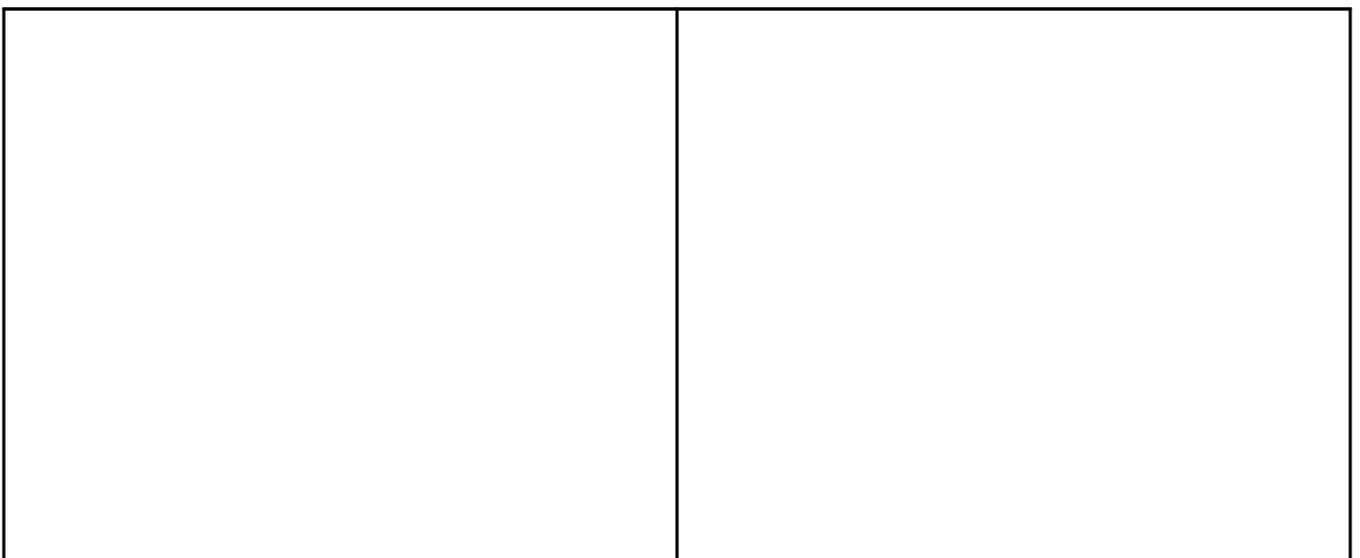
NOTE: You will need to be connect to the LPS network before visiting the download page

2 - Click the "**Download**" button under step 1 to download the application. You may need to click "**Allow**" to start the download on Safari





3 - Locate the downloaded application and **open** it to start the setup process. You may need to click "**Install**" on the security prompts that appear to start the installer



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4 - The setup window will appear, click the "**Continue**" button and **agree** to the license agreement

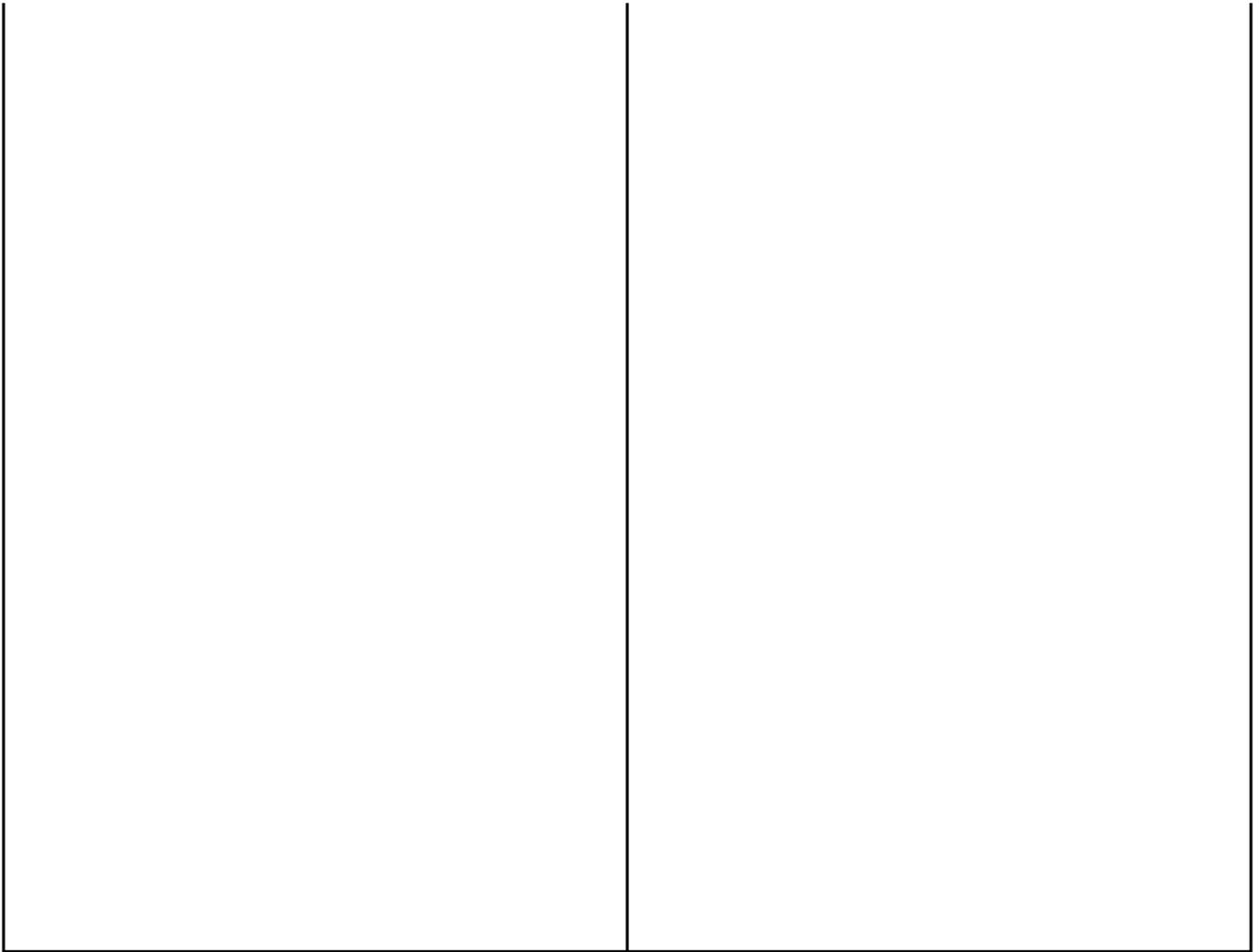
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5 - Click the "**Install**" button to start the installation. You may need to go through a couple of security prompts to **allow** the software to install

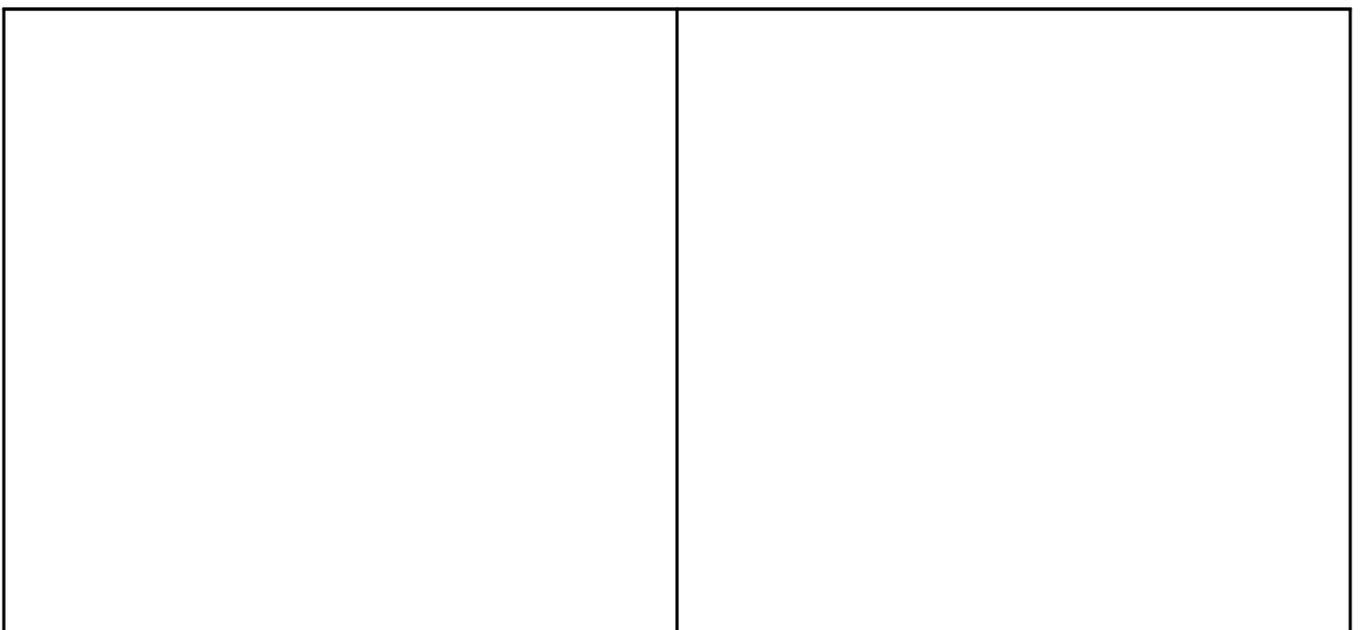
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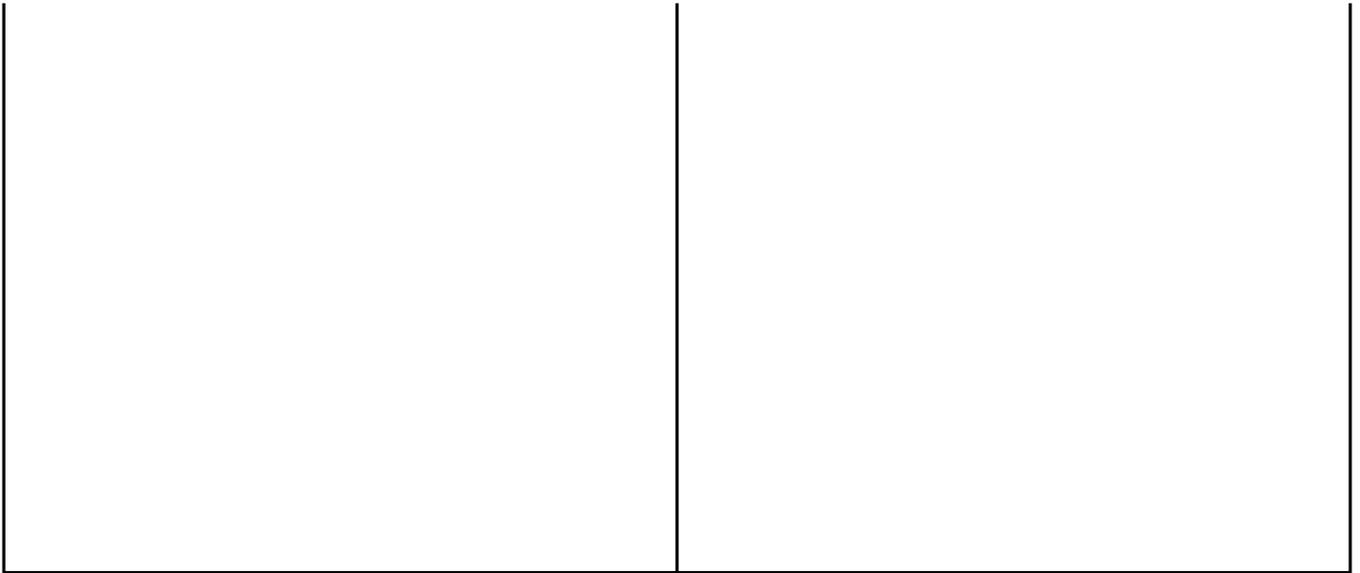
6 - Setup should take a moment. Once complete click on the "**Close**" button to finish the setup

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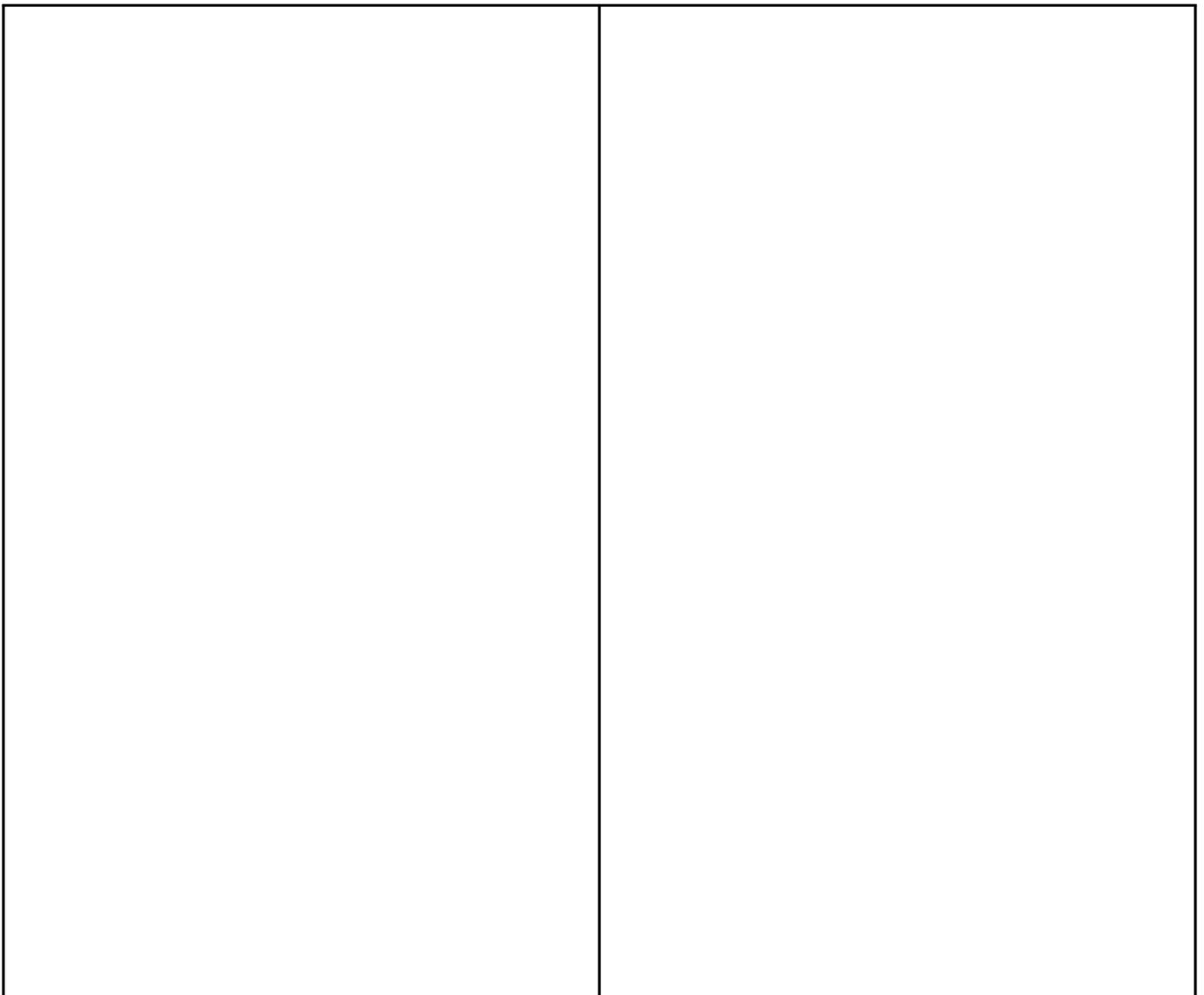


7 - The **PaperCut** log in window should appear after installation. If the log in window does not appear it can be opened by **clicking** on the **green PaperCut icon** in the **top-right** system tray and choosing "**View my printers**"





8 - Click on the "**Sign in with Microsoft**" button, another log in window will appear. Log in using your **LPS account** email and password. Page can be closed after logging in



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Online URL: <https://kb.lawrence.k12.ma.us/article.php?id=1237>