## **RESET THE PRINTER PASSWORD ON A MAC**

When a Drury password is changed through MyDrury, the password on all network connected Apple applications/devices needs to be changed as well. To do this, the old Keychain must be deleted and a new one created.

Open Finder and be sure it's selected in the top header.



Click on Go in the top header and select Utilities.



Find Keychain Access and double click it.



Find the printer needing the password change, right click on it and **select Delete** (printer name). This does not delete the printer, only the keychain.

Click to lock the l	ogin keychain.				Q Search
Keychains i login Local Items System System Roots	olin research printer Kind: network password Account: tuser Where: olin research pri Modified: Yesterday, 9:	r 1 inter 26 AM			
	Name	Kind	Date Modified	Expires	Keychain
	2. com.helpshiftmicrosoft.Outlook	application password	Yesterday, 8:31 AM		login
	/ com.helpshiftmicrosoft.Outlook	application password	Yesterday, 10:03 AM		login
	com.helpshiftmicrosoft.Outlook	application password	Yesterday, 10:03 AM	1.000	login
	om.jamfsoftfService.privatekey	private key			login
	com.jamfsoftIfService.publickey	public key	-		login
	/ com.microsoft.adalcache	application password	Today, 10:48 AM		login
	. CommCenter	application password	Yesterday, 8:16 AM	1.444	login
Category	dustorage01	network password	Today, 10:47 AM		login
All Items	L. Exchange	application password	Yesterday, 9:57 AM		login
<ul> <li>Passwords</li> <li>Secure Notes</li> <li>My Certificates</li> <li>Keys</li> <li>Certificates</li> </ul>	/ ids: build-of-uentity-generation	application password	Yesterday, 8:16 AM		login
	/ ids: identity-ry-pair-signature-v1	application password	Yesterday, 8:16 AM	Diele:	login
	/ ids: identity-rsa-private-key	application password	Yesterday, 8:16 AM		login
	/ ids: identity-rsa-public-key	application password	Yesterday, 8:16 AM	**	login
	/ ids: unregistege-protection-key	application password	Yesterday, 8:16 AM		login
	iMessage Encryption Key	public key	(		login
	iMessage Encryption Key	private key			login
	iMessage Signing Key	public key	(a4		login
	iMessage Signing Key	private key			login
	/ MetadataKeychain	application password	Yesterday, 8:18 AM		login
	olin reset	to Clipboard	Yesterday, 9:26 AM	19 <del>44)</del>	login
	A. Safari Se	afari Se brd		**	login
	+ i Cop Copy "olin resea	rch printer"	41 items		
	Delete "olin rese	arch printer"	545215503235		
		1			

The first time the selected printer is used, a Drury username and password will need to be provided.