To setup your printer:

System Preferences > Printers and Scanners
Click "+" Icon
Hold control and click the add pane and goto "Customize Toolbar"
Drag the Advanced Gear Icon to the open space in the window...
Click Done

Drag your favorite items into the toolbar...

Windows  IP  Default  Advanced  Search  Space  Flexible Space

...or drag the default set into the toolbar.

Default  IP  Windows

Show Icon and Text  Use small size

Use:

Add
Click Advanced Icon

Searching for printers...

Name: 
Location: 
Use: 

Add
For Type, select "Windows Printer via spoolss"
For URL: smb://print.cs.odu.edu/thespecifiedprinter and for “Use” select “Generic PCL Printer”

Please verify “thespecifiedprinter” from the list below:
(NOTE: some users do not have access to all printers on this list)

adam - E&CS 2nd Floor
burt - E&CS 3300
print3300 - E&CS 3300
peter - E&CS 3104
print3102 - E&CS 3102
print3110 - E&CS 3110
print3318 - E&CS 3318
stewie - E&CS 3200
glen - Dragas 1100
chris - Dragas 1101
cookie - Dragas 1103G
herbert - Dragas 1105
odu-printer - Dragas 1115
Click Add

Setting up ‘thespecifiedprinter...’

Skip  Cancel

Click Ok

Setting up ‘thespecifiedprinter...’

Make sure your printer's options are accurately shown here so you can take full advantage of them.

☐ Duplexer

Cancel  OK