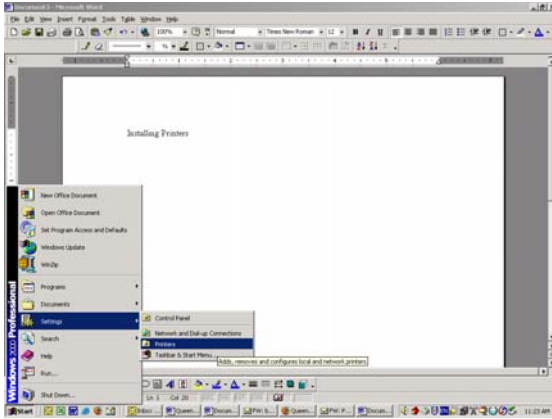
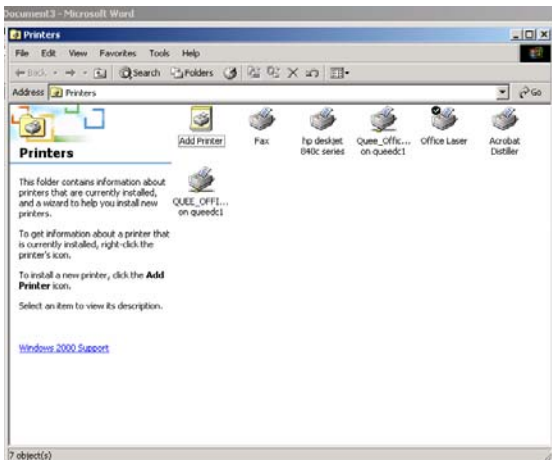


Installing Printers

Go to **Start** and choose **Settings** and then **Printers**.



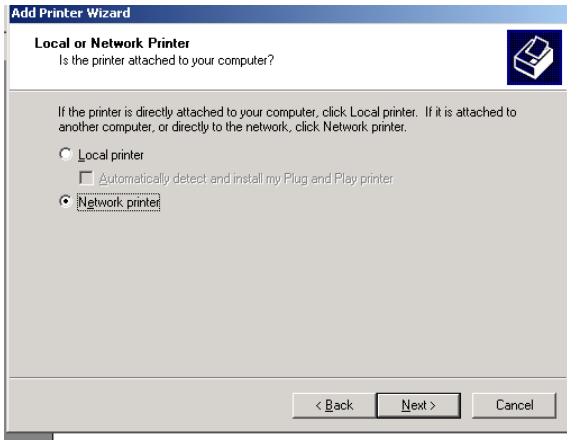
Double Click **ADD PRINTER**



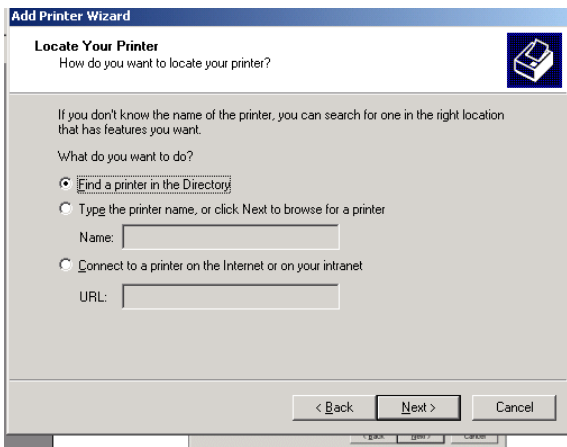
Choose **NEXT**



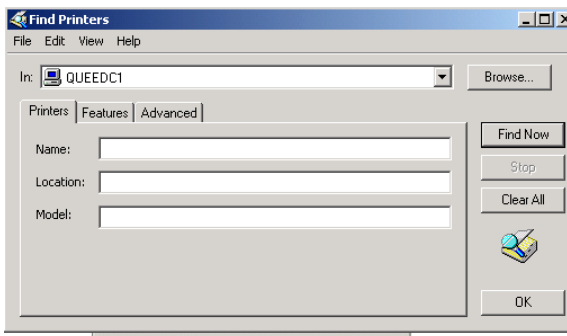
Select **NETWORK PRINTER** and then click on **NEXT**.



Choose **FIND PRINTER IN DIRECTORY** and then choose **NEXT**.




Choose **FIND NOW**.



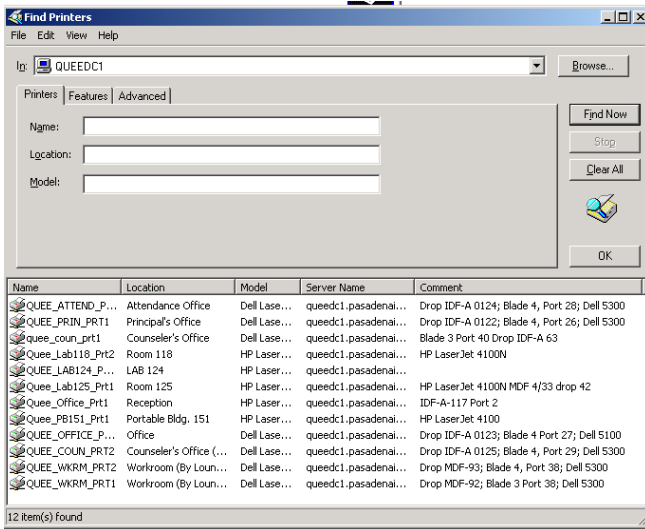
There will be a drop down list of Printers.

If you are connecting to a printer in the Copy Room, choose the following

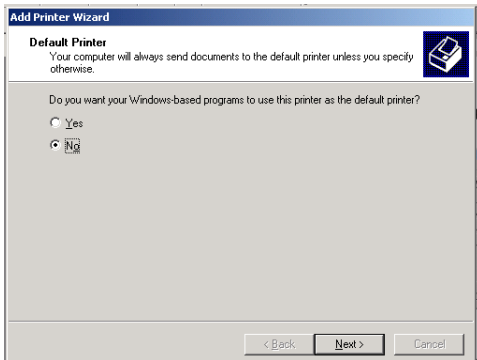
Math, Science, Fine Arts, Athletics-  QUEE_WKRM_PRT1

Social Studies, Reading, English  QUEE_WKRM_PRT2

Click on the printer that you would like to install and click **OK**.



Choose whether or not you would like to set this as your default printer and choose **NEXT**.



Choose **FINISH**.

