FLORIDA ATLANTIC UNIVERSITY
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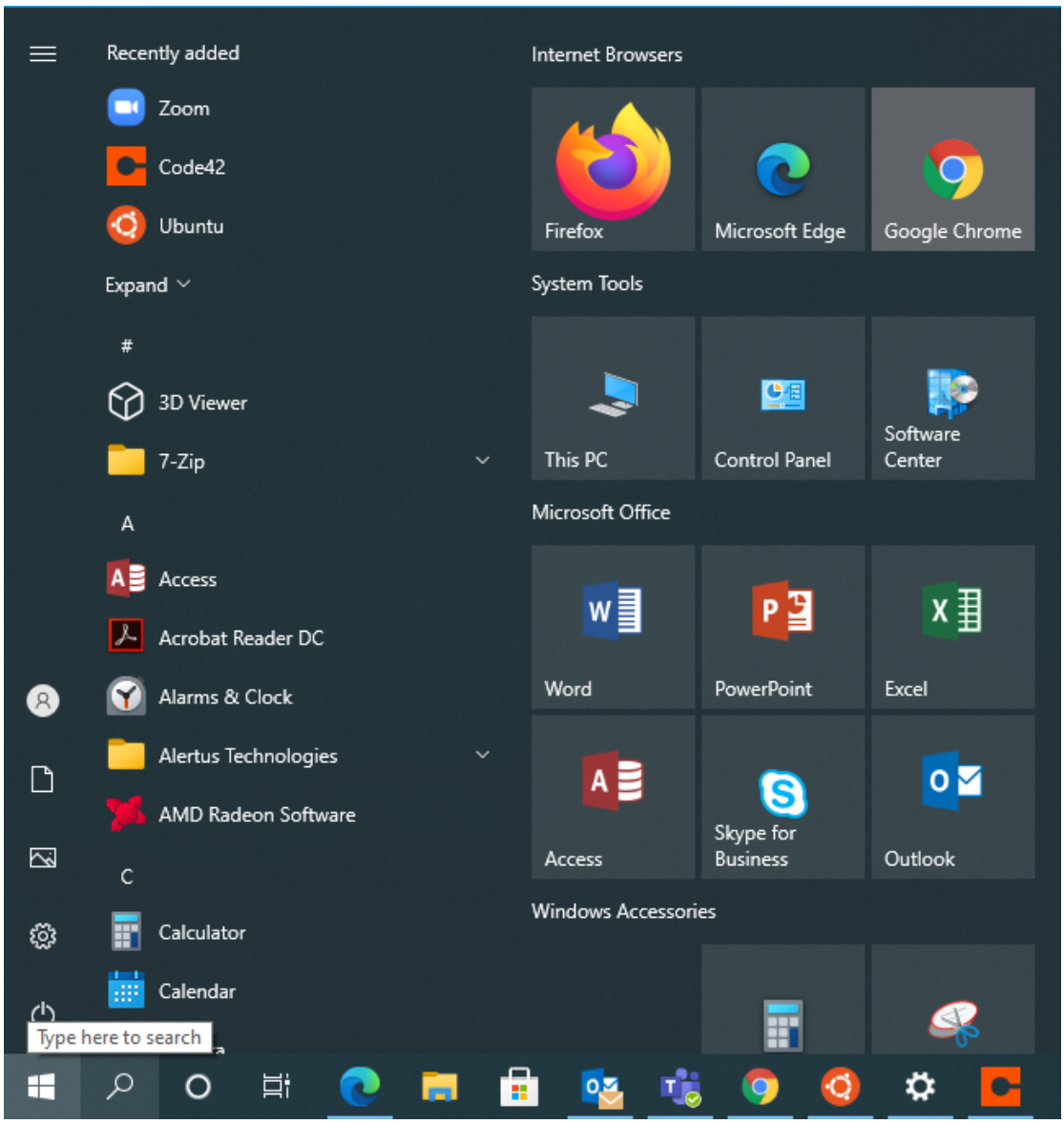
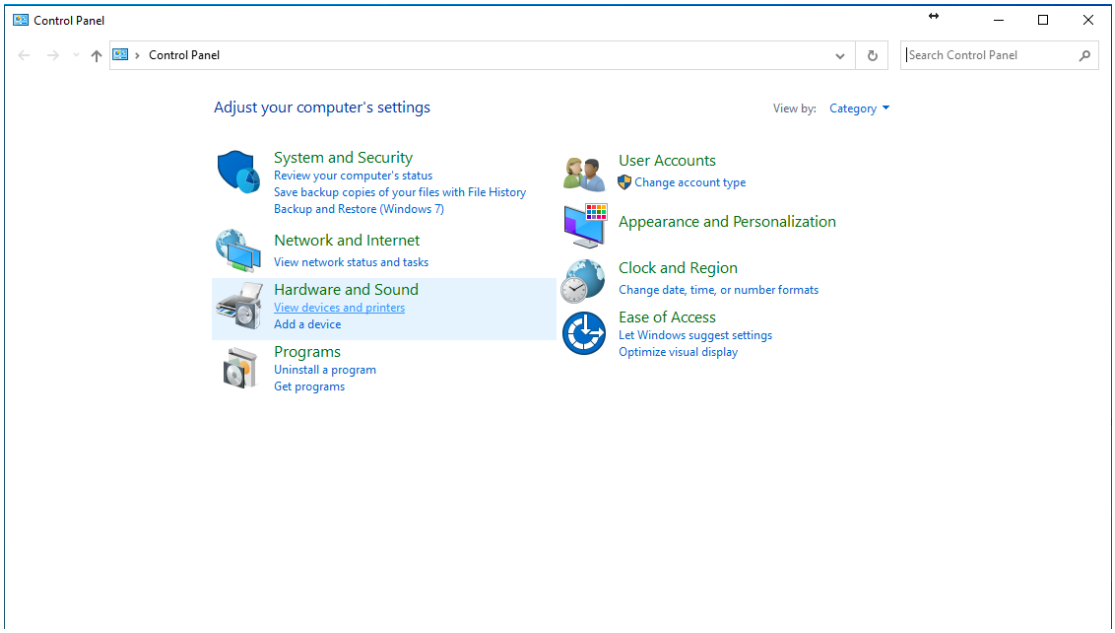
# Connecting to Printers

Anderson Malaikal - 2021-10-11 - Desktop Computing and Printing

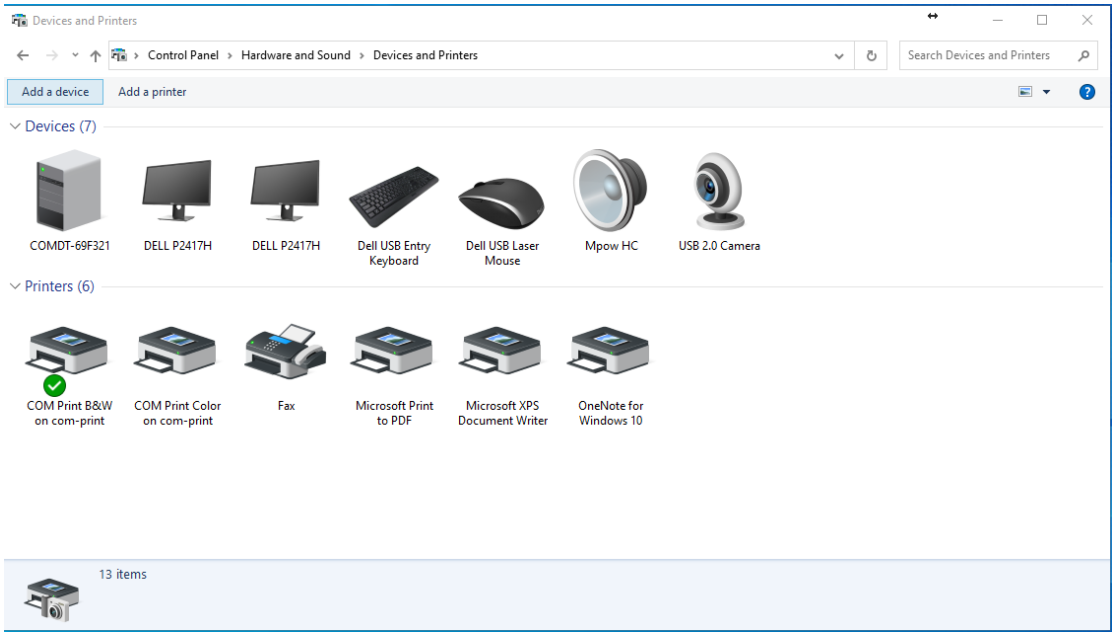
COM Printers (COM Print B&W and COM Print Color) are not added to the laptops and desktops by default. To add these printers, below are the following steps that are necessary to perform:

1. Go to the Control Panel and underneath Hardware and Sound, click View devices and printers

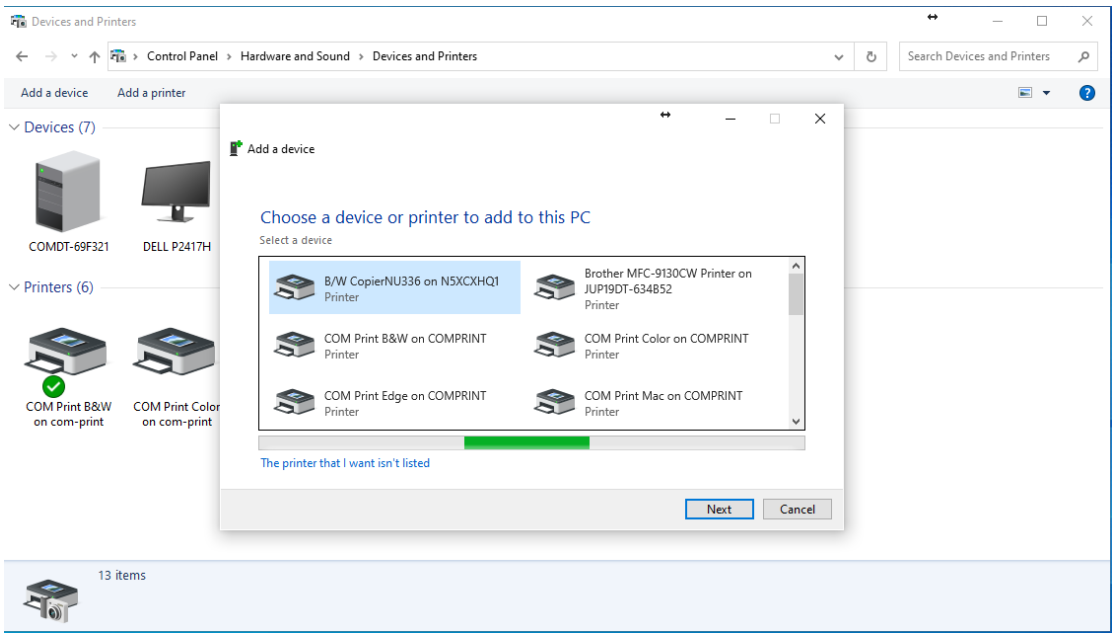




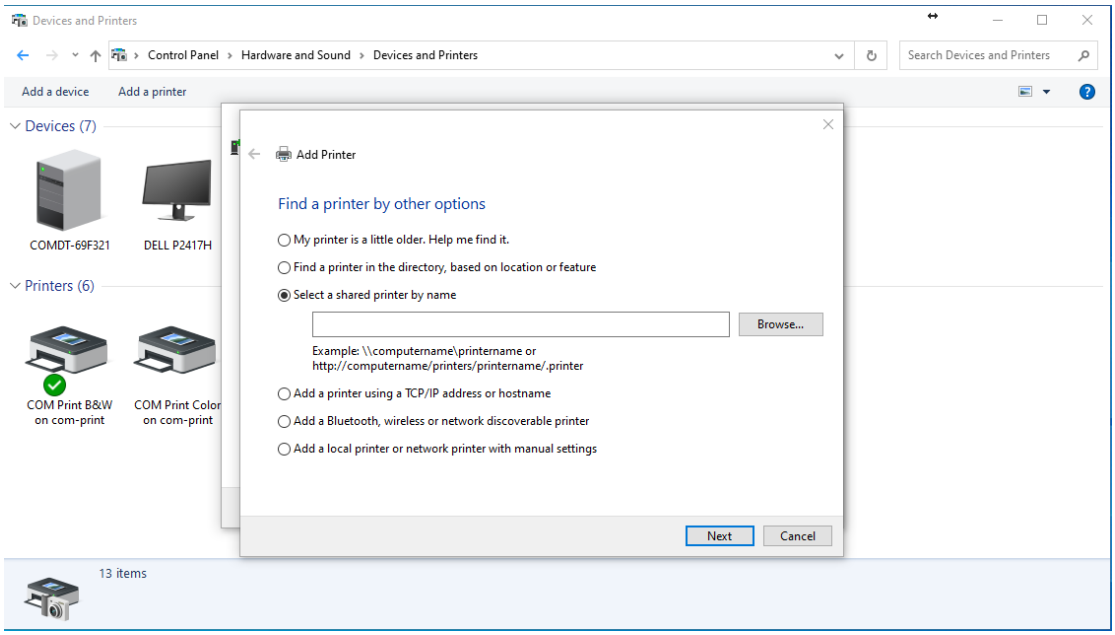

2. In the top left corner of the window, click on Add a Printer



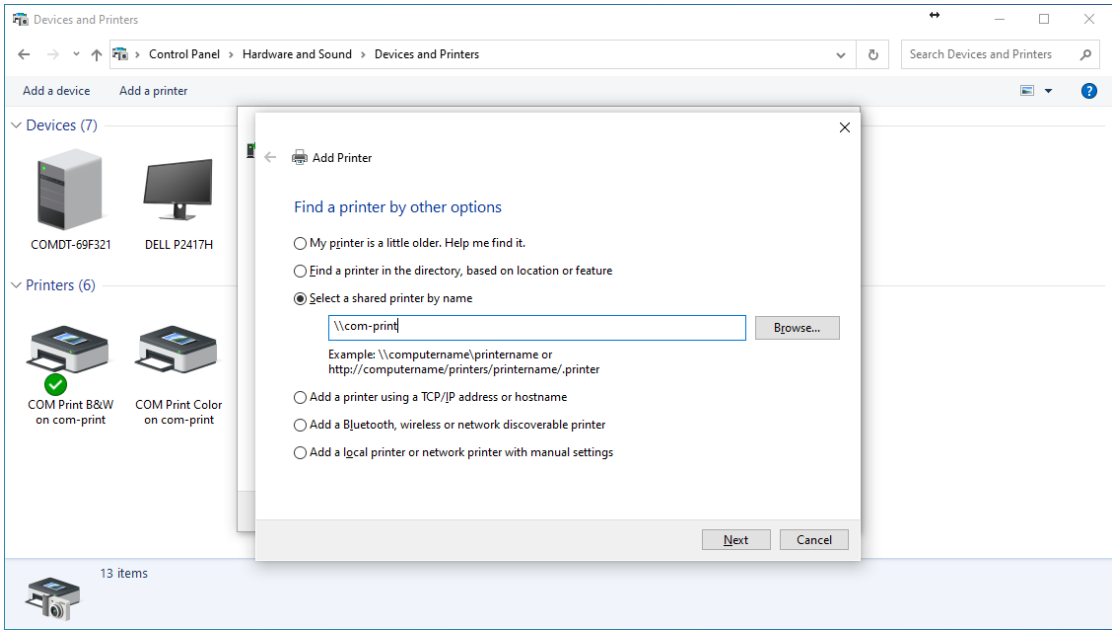

3. There will be a new window that will appear. Below the window of the list of printers, click on The printer that I want isn't listed



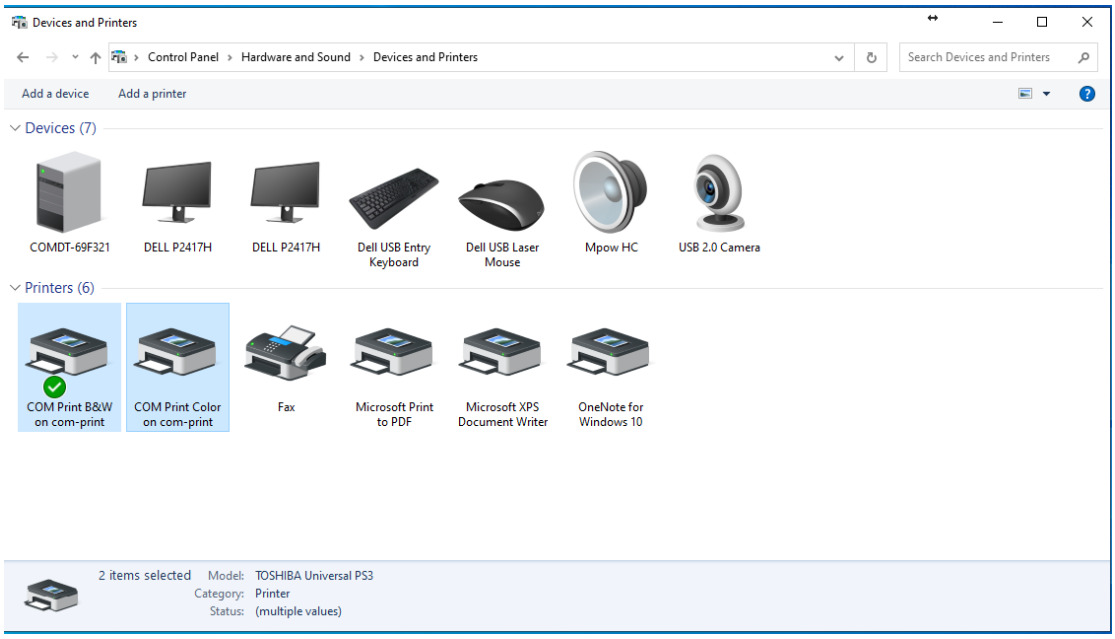

4. A new window will appear. Click on Select a shared printer by name.




5. In the input field, put "**\\com-print**" and the drop down list will include com-print-b&w as well as com-print-color. Add these by clicking Next.




6. The printer will be added to your available devices and available for printing.




- Tags
- print
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