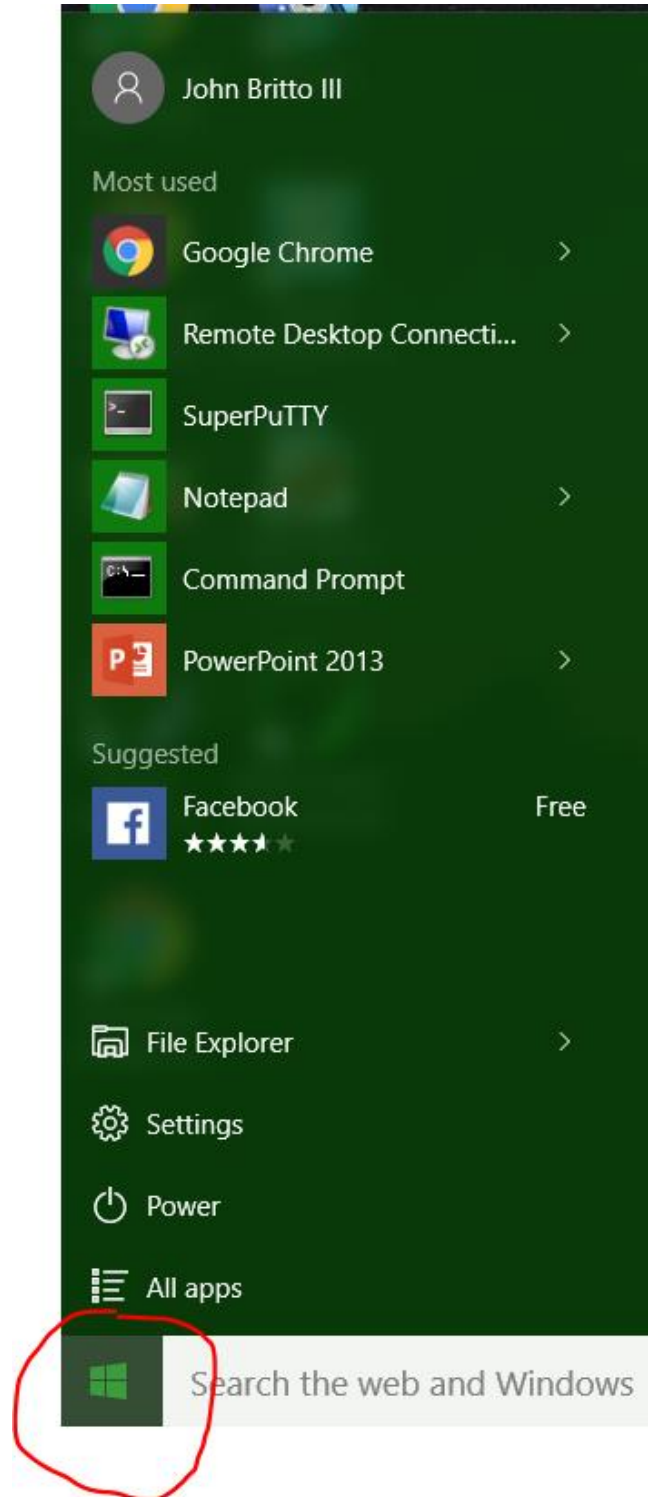


How to add a network printer in Windows 10

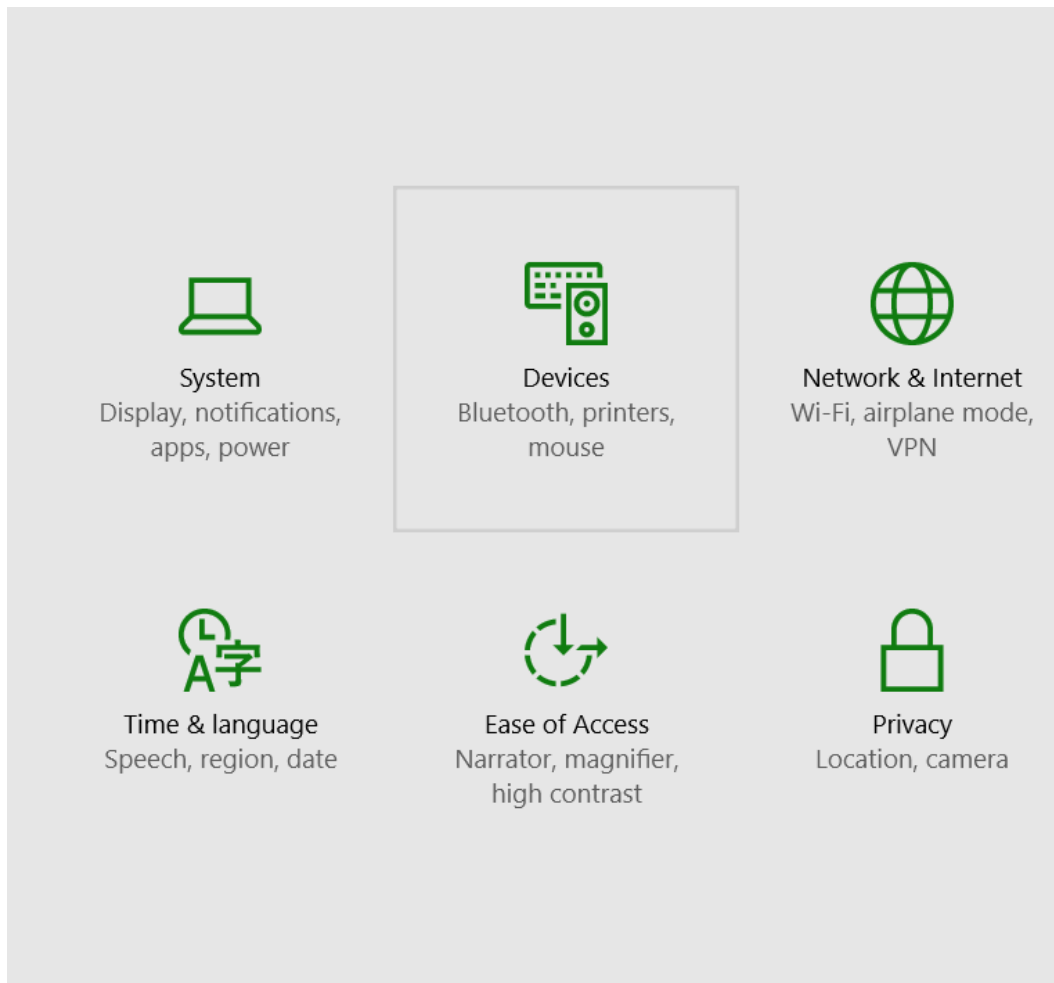
1. Click on the windows start menu



2. Then go to settings

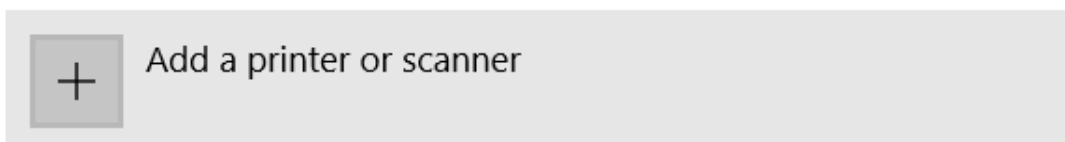


3. Select Devices



4. Click on “Add printers & scanners”

Add printers & scanners



5. Scroll down and select “The printer I want isn’t listed”

The printer that I want isn't listed

Printers & scanners



BUSD-IT-WCP5135 on busdpsrv-do.banning.dom
App available for this device



Fax



Microsoft Print to PDF



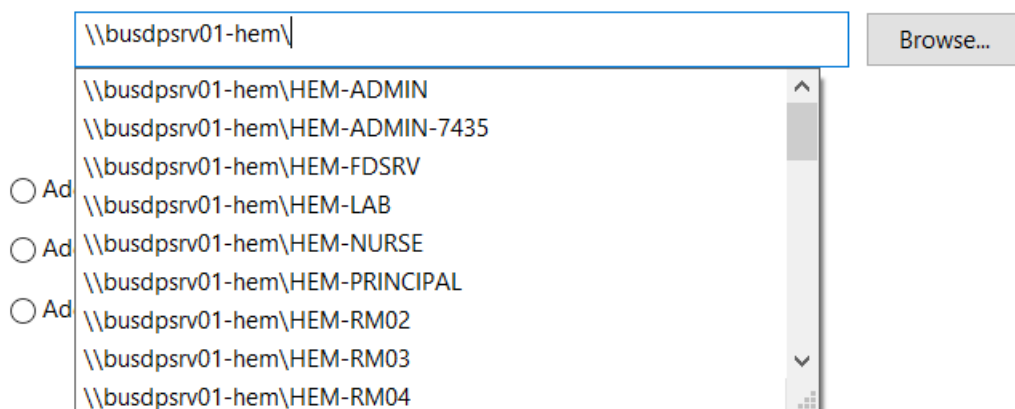
Microsoft XPS Document Writer

6. Select "Select a Shared Printer by Name"



Find a printer by other options

- My printer is a little older. Help me find it.
- Find a printer in the directory, based on location or feature
- Select a shared printer by name



Next

Cancel

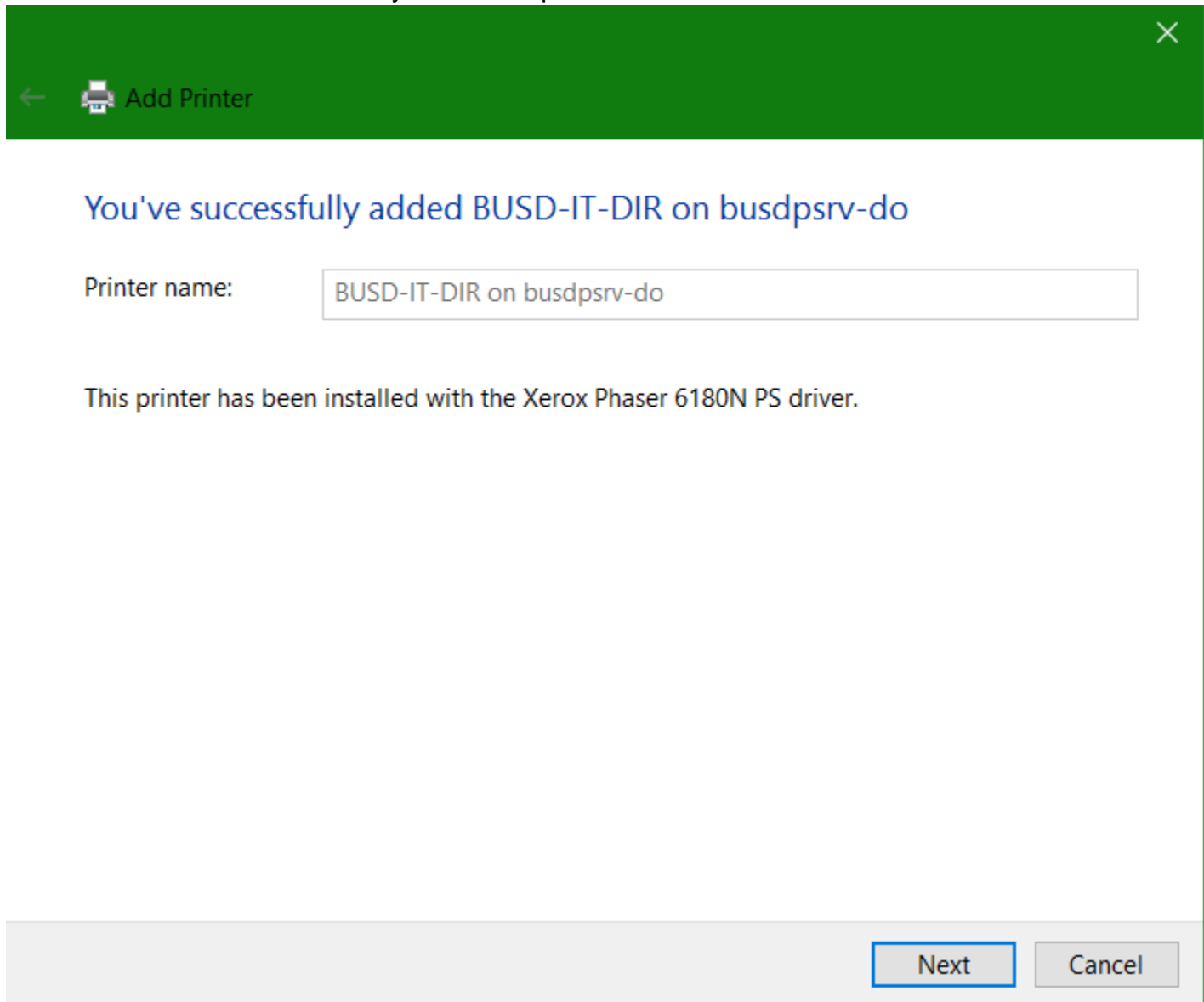
Start typing:

[\\busd-psrv-bhs\](#) for Banning High

[\\busdpsrv01-cab\](#) for Cabazon


- <\\busdpsrv01-cen> for Central
- <\\busdpsrv01-cms> for Coombs
- <\\busdpsrv01-hem> for Hemmerling
- <\\busdpsrv01-hof> for Hoffer
- <\\busdpsrv01-nhis> for New Horizon and Adult Ed.
- <\\busdpsrv01-nic> for Nicolet
- <\\busdpsrv-do> for District Office

7. Find your printer in that list
8. Click "Next"
9. You will see "You've successfully added the printer" then click "Next"



The screenshot shows a Windows printer installation wizard window with a green title bar. The window title is "Add Printer". The main content area displays a success message: "You've successfully added BUSD-IT-DIR on busdpsrv-do". Below this message, the "Printer name:" field contains the text "BUSD-IT-DIR on busdpsrv-do". A note below the field states: "This printer has been installed with the Xerox Phaser 6180N PS driver." At the bottom right of the window, there are two buttons: "Next" (highlighted with a blue border) and "Cancel".

10. Then "Print a Test Page" and then click "Finish"

←  Add Printer

You've successfully added BUSD-IT-DIR on busdpsrv-do

Set as the default printer

To check if your printer is working properly, or to see troubleshooting information for the printer, print a test page.

Print a test page

Finish Cancel