

Windows Printer Setup

Category: Docs,Printer

1. Open Control Panel:

- Click on the Start menu and select **“Control Panel.”**

Under “Hardware and Sound”:

- Click on **“View devices and printers.”**

Click on “Printers & Scanners”

Add a Printer:

- Click on **“Add device.”**
- Select **“Add manually.”**
- Select **“Add a printer using IP address or hostname”** and click **“Next.”**

Enter Printer Information:

- **Device Type:** Select **“TCP/IP Device.”**
- **Hostname or IP address:** Enter the printer’s IP address (e.g., `Sapphire.sci.utah.edu`).
- Click **“Next.”**

Install Printer Driver:

- Download the driver for Windows for each printer model from the corresponding link:

- **HP Color LaserJet M653:**
Sapphire.sci.utah.edu

- **HP Color LaserJet M553:**

Beercave.sci.utah.edu

- HP Color LaserJet M554: Kook.sci.utah.edu
 - Sharp BP-70C45: Sharp.sci.utah.edu
- Select **“Have Disk”** and browse to the downloaded driver file.

Complete the Installation:

- Follow the on-screen instructions to complete the installation.