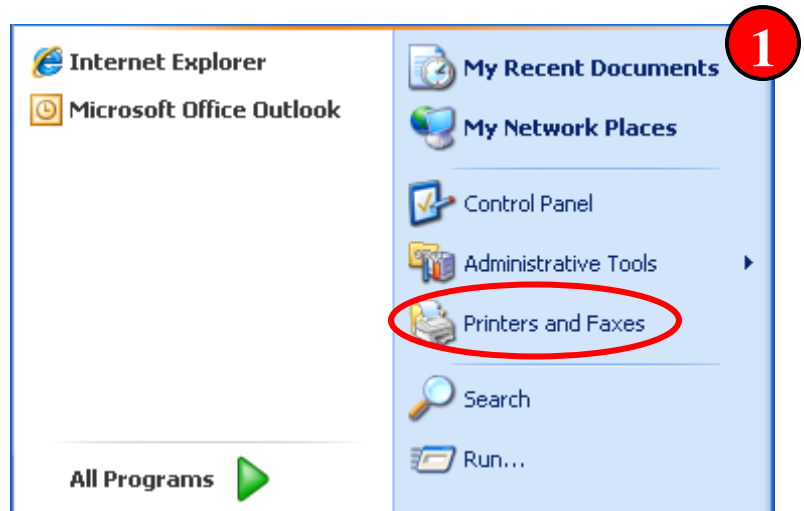


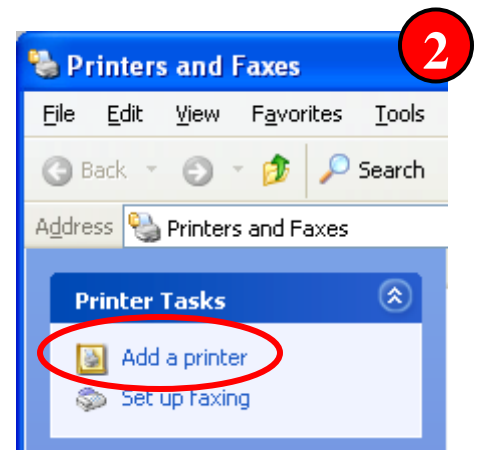
INSTALLING A NETWORK PRINTER

Windows XP

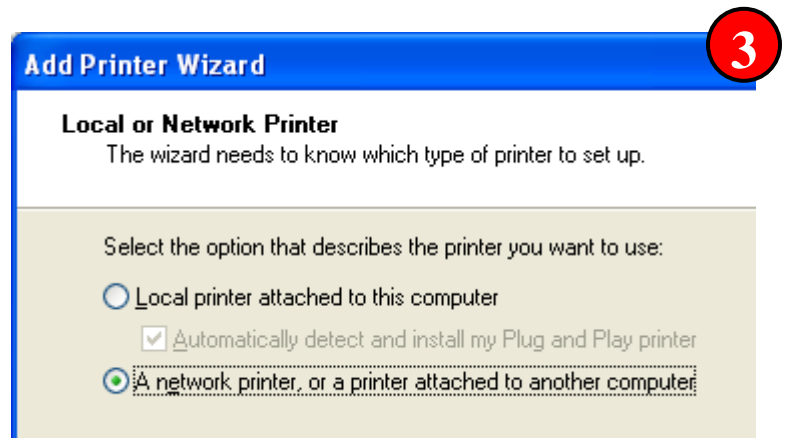
Step 1: From the START menu, click on *Printers and Faxes* (*Printers and Faxes* can also be found in the *Control Panel* folder).



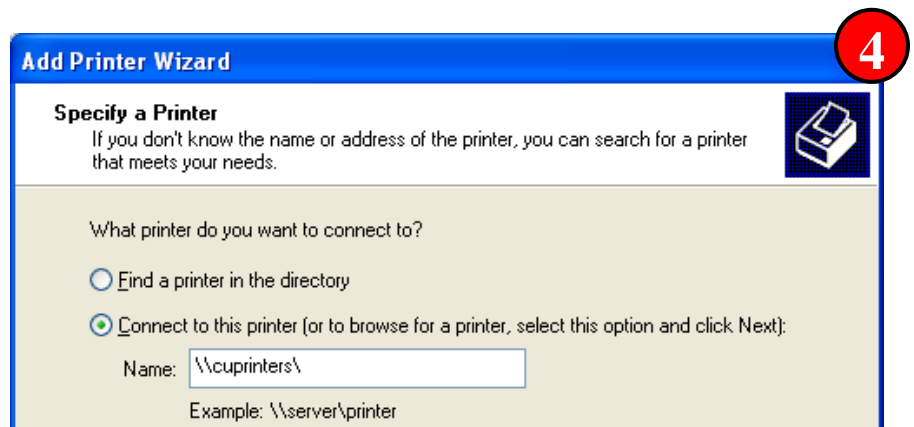
Step 2: The Printers and Faxes window will open; click the *Add a printer* link in the left most part of the window.



Step 3: Click the "Next" button in the Add Printer Wizard, and then select the *A network printer* option in the Local or Network Printer window, then click the "Next" button.



Step 4: Select the *Connect to this printer* radio button and fill in the "Name:" field with \\cuprinters\. After typing the last "\" character, a list of available network printers will show up as a drop down list. Select the appropriate printer by name, and then click the "Next" button.



Step 5: Select either the *Yes* or *No* radio button to determine if the printer will be set up as a default printer. Click the "Next" button to confirm and the "Next" button again to finish the printer installation.