

## How to install a Network Printer on Windows 10

1) Click Windows Button on the bottom right of the screen or press the Windows Key on the keyboard.



2) Type the Server Name from the List Below and press Enter

Location Server - Name

a.

Admin\Drew - <u>\\adminfs</u> Bancroft - <u>\\bayardfs</u> Bayard - <u>\\bayardfs</u> Brader - <u>\\braderfs</u> Brookside - <u>\\brooksidefs</u> CEEC, DAP, Smith -<u>\\complexfs</u> CHS - <u>\\christianafs</u> DSD - <u>\\DSDFS</u> Douglass - <u>\\douglassfs</u> Downes - <u>\\downesfs</u> Eden - <u>\\csdfs</u>

- Gallaher <u>\\gallaherfs</u> Gauger - <u>\\gaugerfs</u> GHS - <u>\\glasgowfs</u> Jones - <u>\\jonesfs</u> Keene - <u>\\keenefs</u> Kirk - <u>\\kirkfs</u> Leasure - <u>\\leasurefs</u> Maclary - <u>\\maclaryfs</u> Marshall - <u>\\marshallfs</u> McVey - <u>\\mcveyfs</u> Networks - <u>\\networkfs</u>
- Palmer <u>\\palmerfs</u> Oberle - <u>\\oberlefs</u> Pulaski - <u>\\pulaskifs</u> Pyle - <u>\\pylefs</u> Shue - <u>\\shuefs</u> Stubbs - <u>\\stubbsfs</u> Transportation - <u>\\transdbfs</u> Westpark - <u>\\westparkfs</u> Wilson - <u>\\wilsonfs</u>
- 3) Double Click on the printer that you wish to use. Printer are named in the following format: BuildingName-Room#-Model#