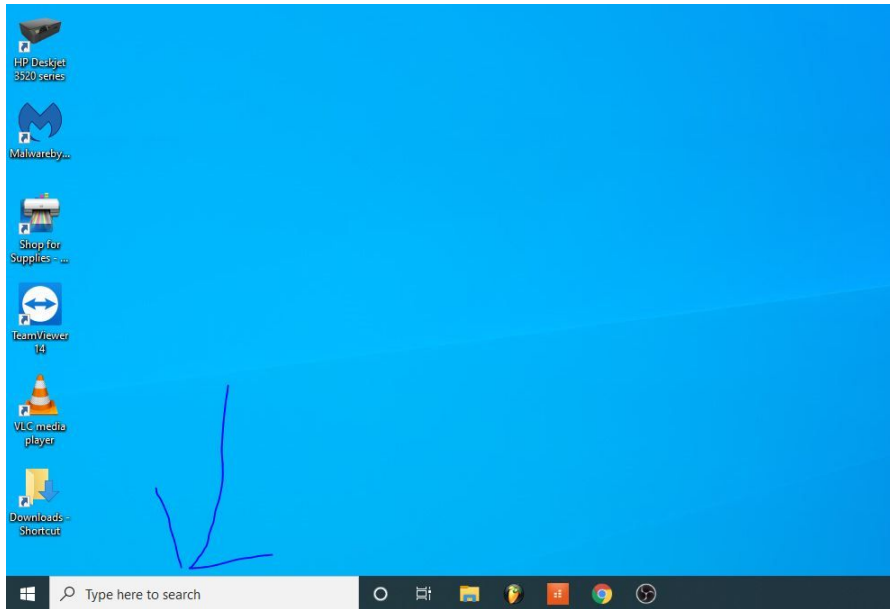


How to add a printer in Windows 10:

- In the white search bar on your desktop, type the word “print” (without quotations) Ex. 1 below



- Choose Printers and Scanners from the list
- Select “Add A Printer or Scanner”
- While the computer searches, scroll to the blue words “The printer I want isn’t listed” and click it
- Click the 3rd radio button for Select a shared printer by name, and in the box type the name of the server. A list of printer names will show up as soon as you type the last \. Select the printer you want to add, and follow the prompts. See Ex 2 below.

Print servers names:

Hudson has 2 - \\fss-server\ and \\barque\

Highlands is \\print\

Atlantic Highlands is \\surf\








Printers & scanners

Add printers & scanners

 Refresh

[The printer that I want isn't listed](#)

Printers & scanners

-  Fax
-  HP Deskjet 352 Not connected
-  HP LaserJet 102
-  HP6B498E (HP)
-  Microsoft Print
-  Microsoft XPS
-  OneNote

Troubleshoot your printer

If you can't get your printer to work, try running the printer troubleshooter.

[Open troubleshooter settings](#)

Related settings

[Print server properties](#)

Add Printer

Find a printer by other options

My printer is a little older. Help me find it.

Select a shared printer by name

Example: \\computername\printername or http://computername/printers/printername/.printer

Add a printer using a TCP/IP address or hostname

Add a Bluetooth, wireless or network discoverable printer

Add a local printer or network printer with manual settings

