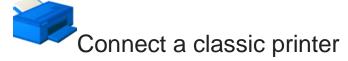
## Connect your printer to Google Cloud Print

In order to print using the <u>Google Cloud Print</u> service, first connect your printer to the service. Google Cloud Print can print to either a Cloud Ready printer that can connect directly to the Internet or a classic printer that is plugged into a Windows or Mac computer with Internet access. If you are using a Chromebook and you attempt to print, you will be prompted to set up Google Cloud Print to connect a printer.

**Using your Chromebook at work or school?** Your network administrator might connect one or more printers for you, which will be available when you're signed in to your work or school account. <u>Learn about using a managed Chromebook</u>



If your printer is Cloud Ready, follow your manufacturer's provided instructions or see setup information for Cloud Ready printers.



To connect your classic printer, enable the Google Cloud Print connector using a Windows or Mac computer that's connected to the printer. You'll need <u>Google Chrome</u> to be installed on the computer. If you're using Windows XP, make sure you also have the <u>Microsoft XML paper specification pack</u> installed.

Don't try to plug your printer into your Chromebook--it won't work!

Once Google Chrome is installed, follow the steps below to enable the Google Cloud Print connector in Google Chrome.

- 1. Turn your printer on.
- 2. Log in to your user account on the Windows or Mac computer.
- 3. Open Google Chrome.
- 4. Click the Chrome menu  $\equiv$  on the browser toolbar.
- 5. Select **Settings**.
- 6. Click Show advanced settings.
- 7. Scroll down to the "Google Cloud Print" section. Click **Add printers**.
- 8. If prompted, sign in with your Google Account.

If you signed up for <u>2-step verification</u>, you need to enter an application-specific password instead of your Google Account password. You can generate the application-specific password on your <u>Authorizing applications and sites</u>page.

9. Select the printers you want to connect, and then click **Add printer**(s).

The printer is now associated with your Google Account and connected to Google Cloud Print. You can print to this printer whenever you're signed in with the same Google Account on your Chromebook.