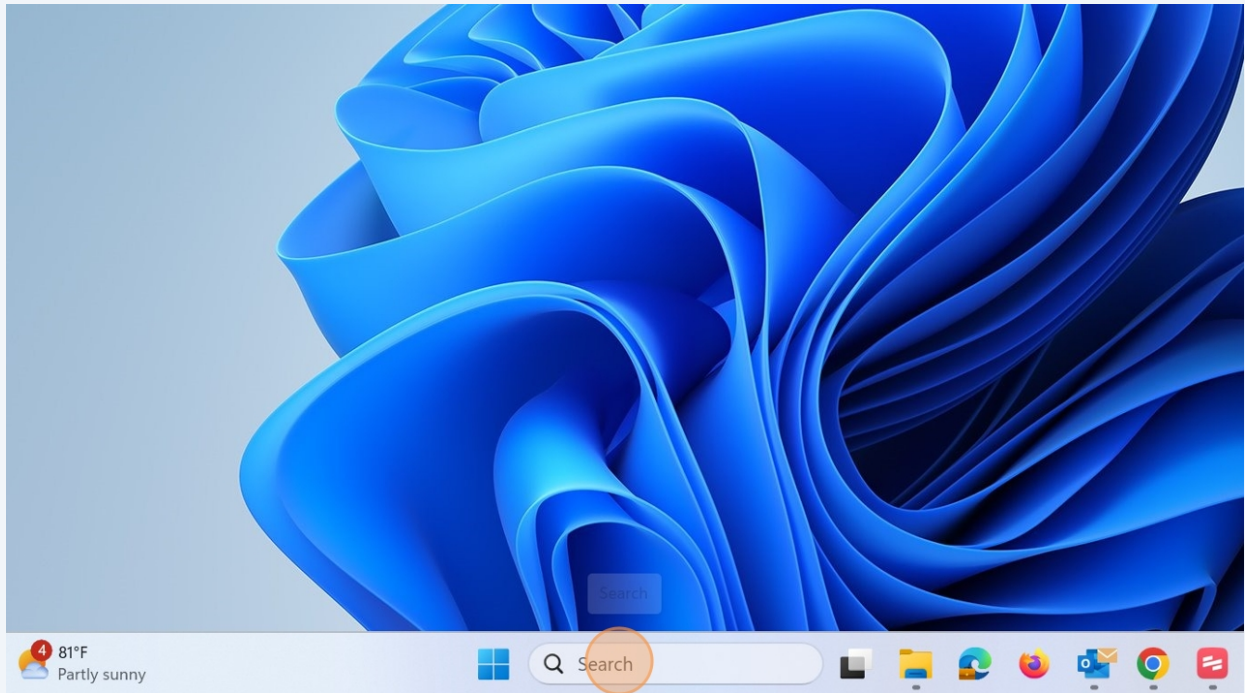
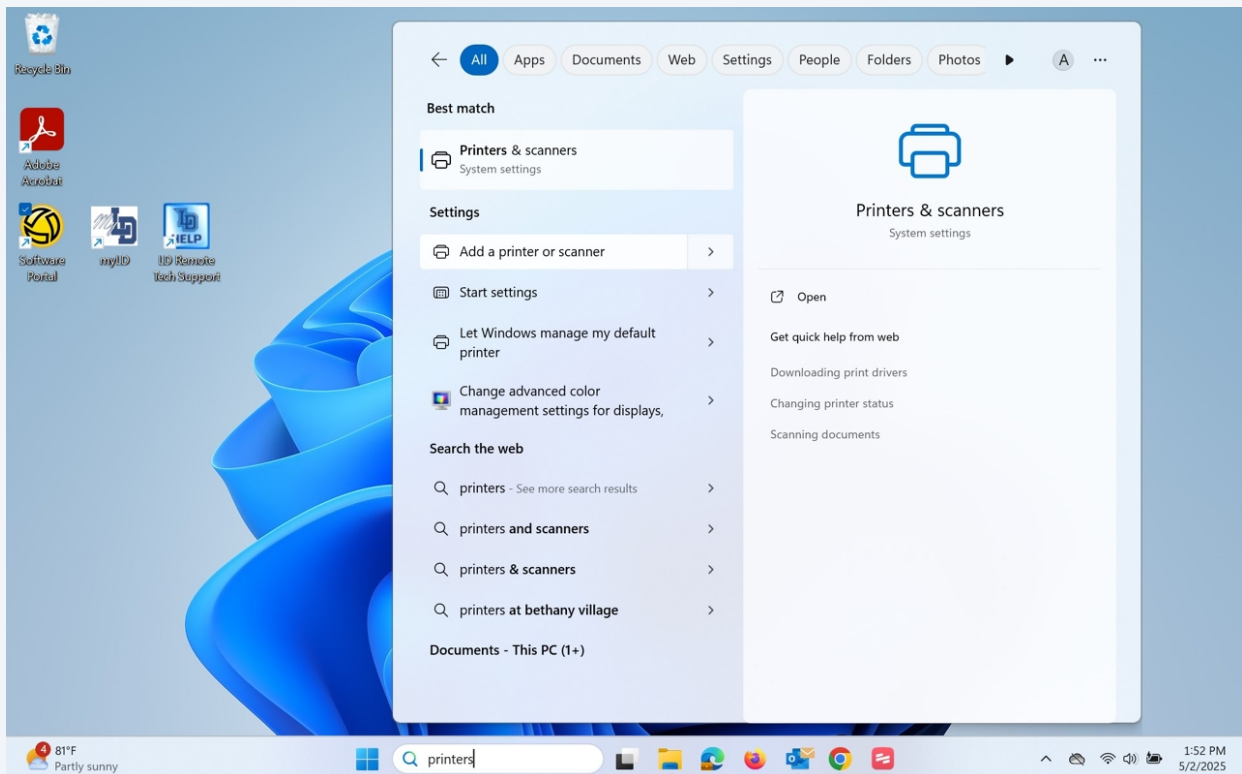


Installing Printers Manually

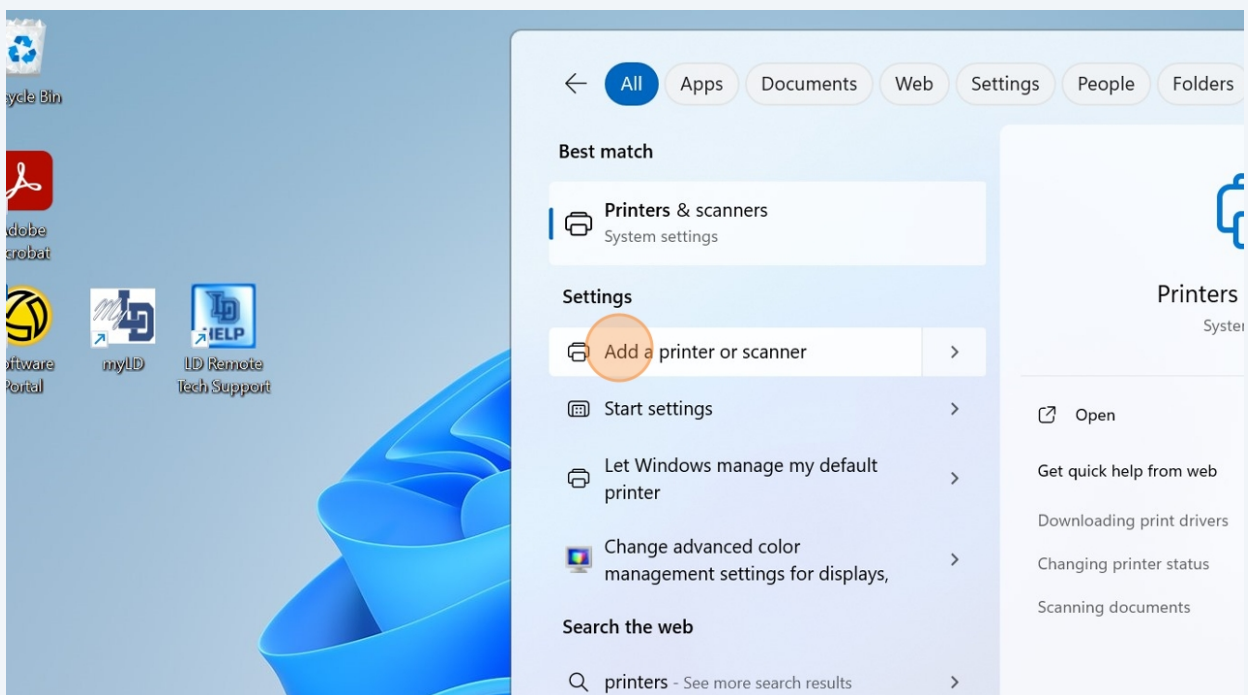
- 1 Click on "Search" at the bottom of Windows



2 Type "printers"



3 Click "Add a printer or scanner"



4 Click "Add device"

Bluetooth & devices > Printers & scanners

Find a printer or scanner

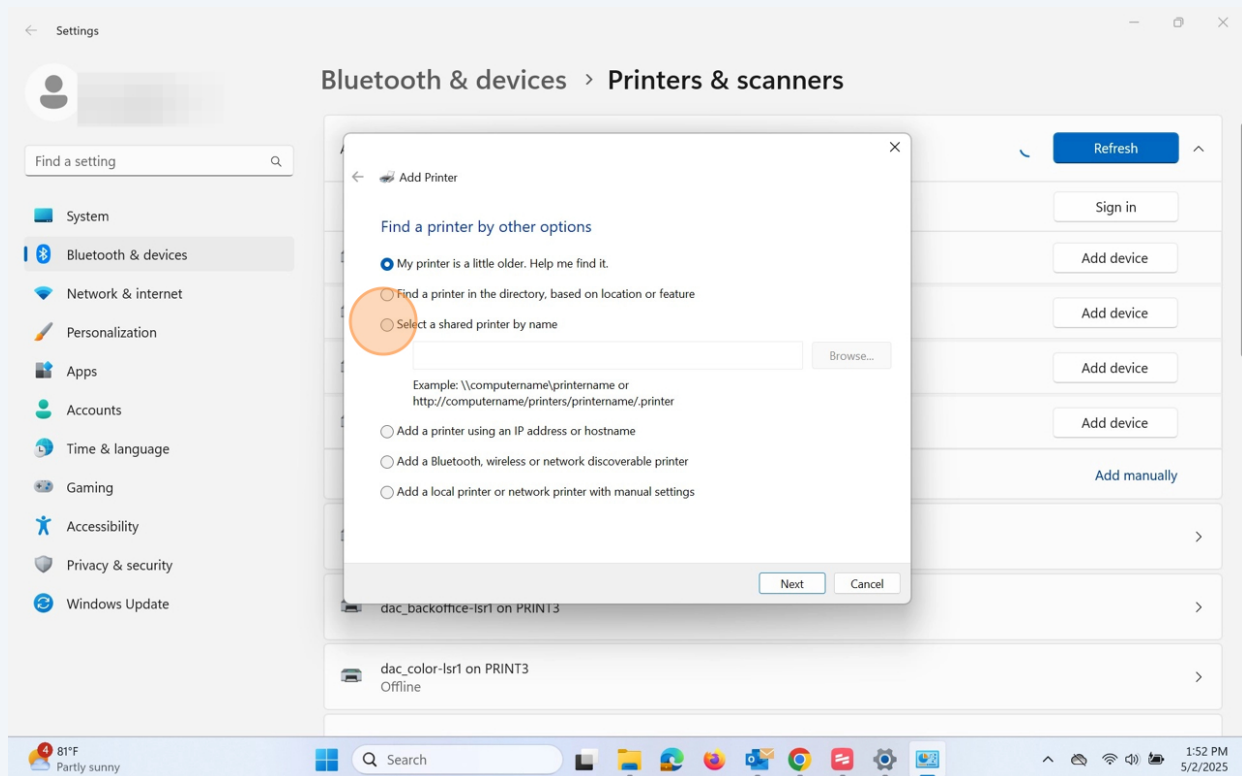
Add device

Adobe PDF	>
dac_backoffice-lsr1 on PRINT3	>
dac_color-lsr1 on PRINT3 Offline	>
dac_main-lsr1 on PRINT3	>
Follow Me Print on print3	>

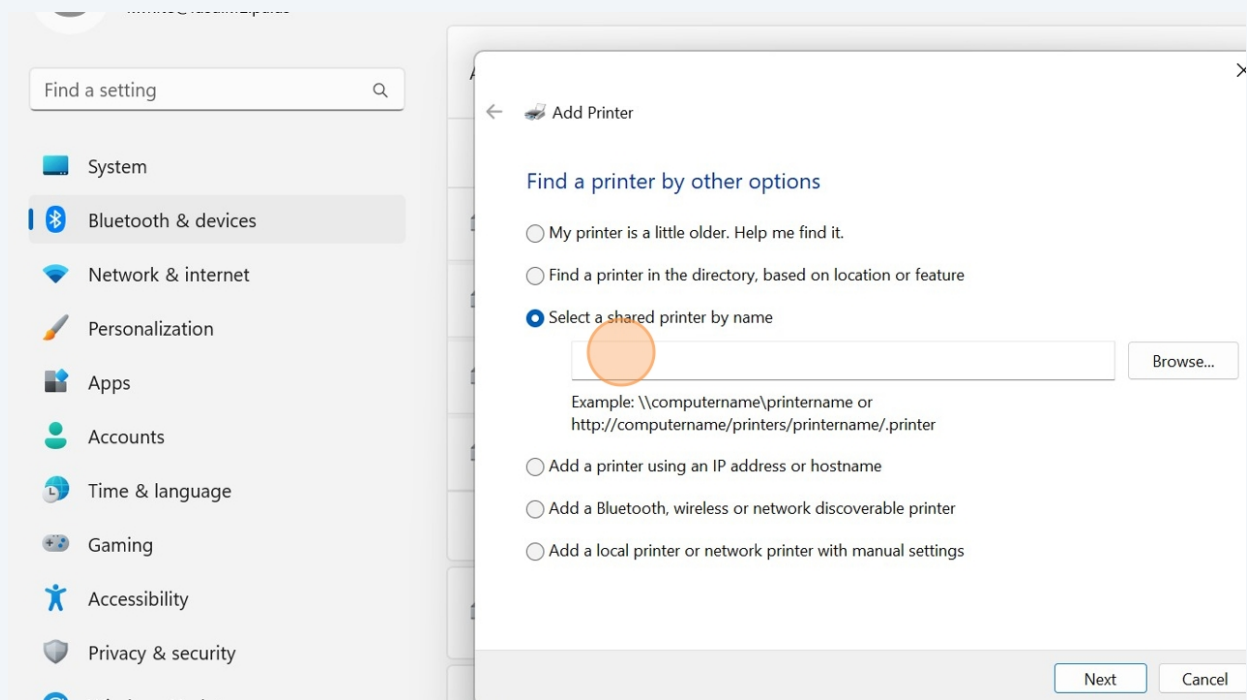
5 Click "Add manually"

HP LaserJet 600 M601 [761D46] Printer	Add device
HP LaserJet 600 M603 [6C1A39] Printer	Add device
ms6gr-copier1 on PRINT3 Printer	Add device
HS_1004B-LSR1 (HP LaserJet 600 M601) Printer	Add device
The printer that I want isn't listed	Add manually
Adobe PDF	>
dac_backoffice-lsr1 on PRINT3	>
dac_color-lsr1 on PRINT3 Offline	>

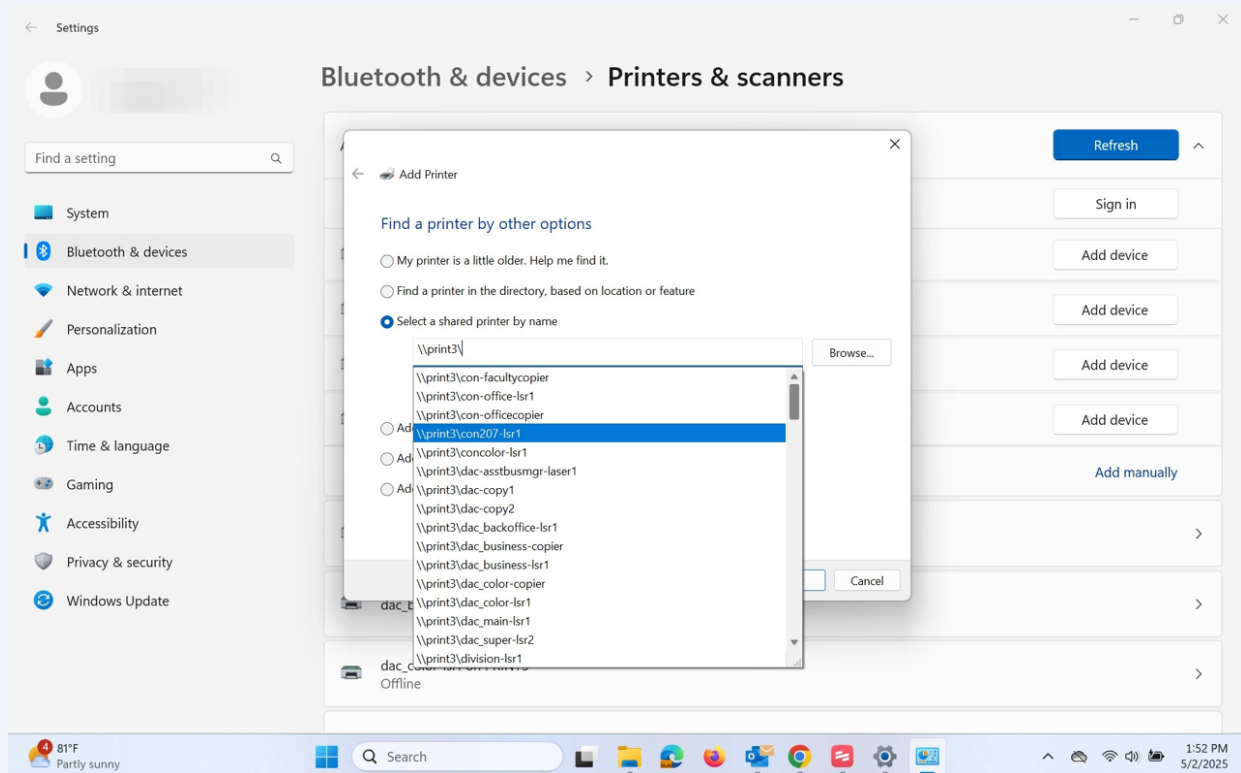
6 Click "Select a shared printer by name"



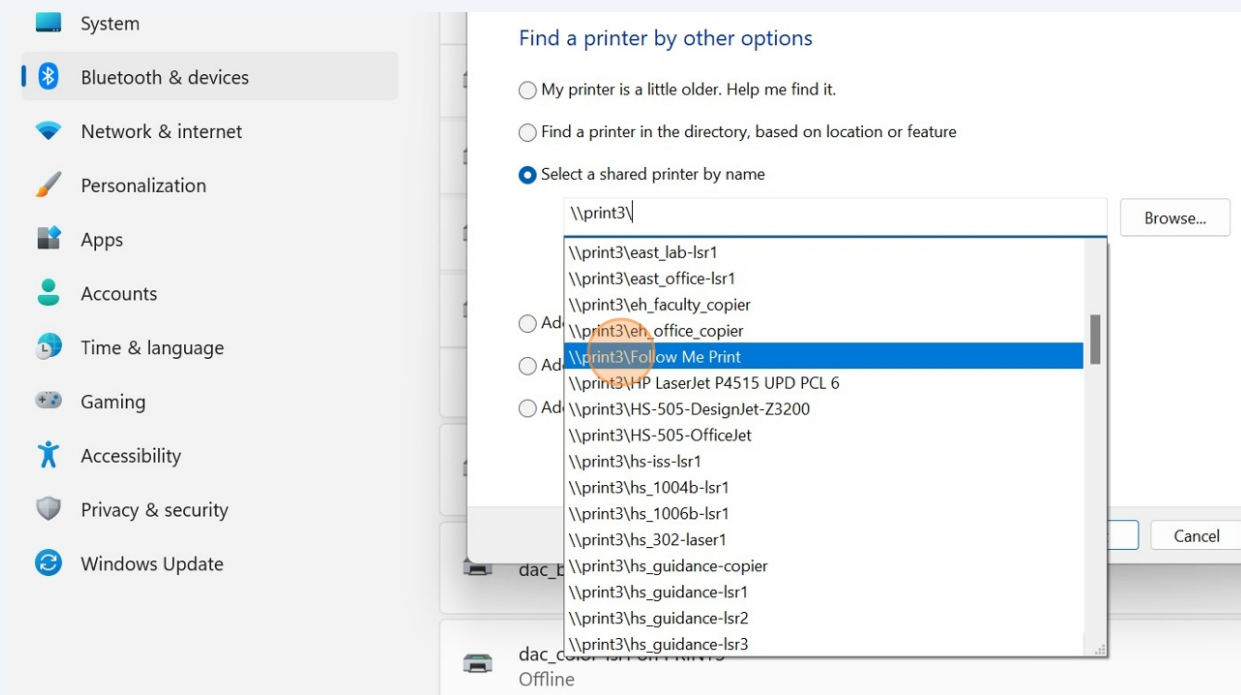
7 Click inside of the text box



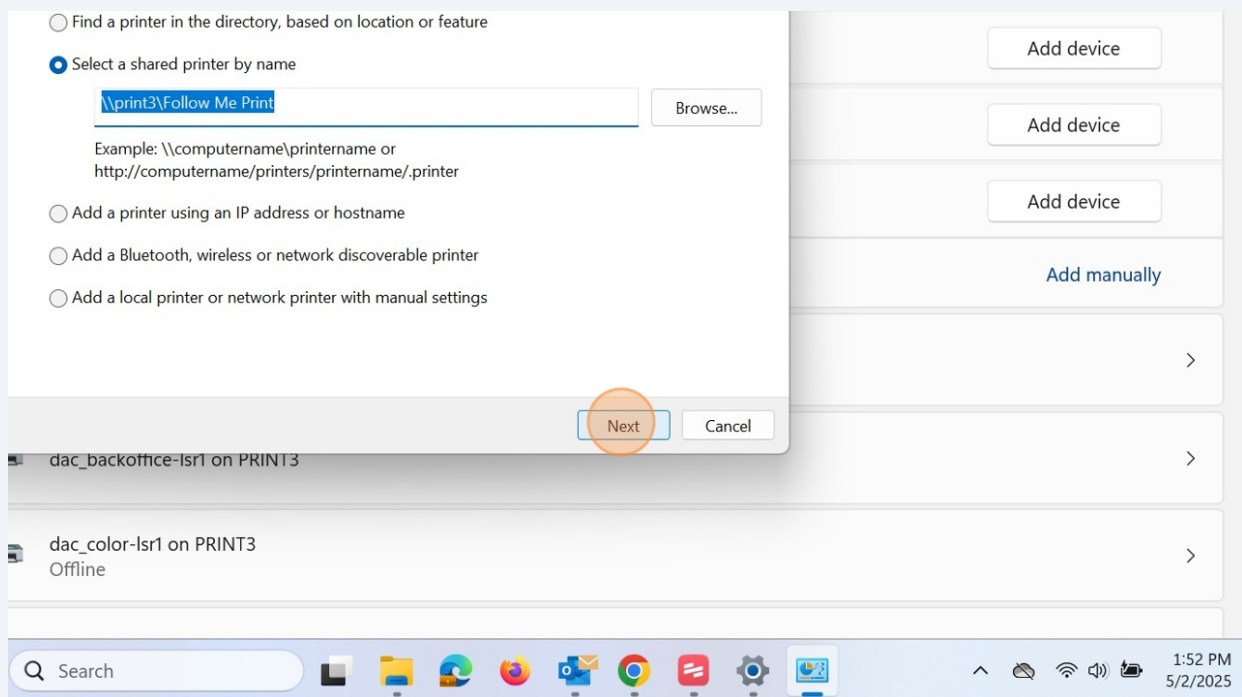
8 Type \\print3\ or \\print4\



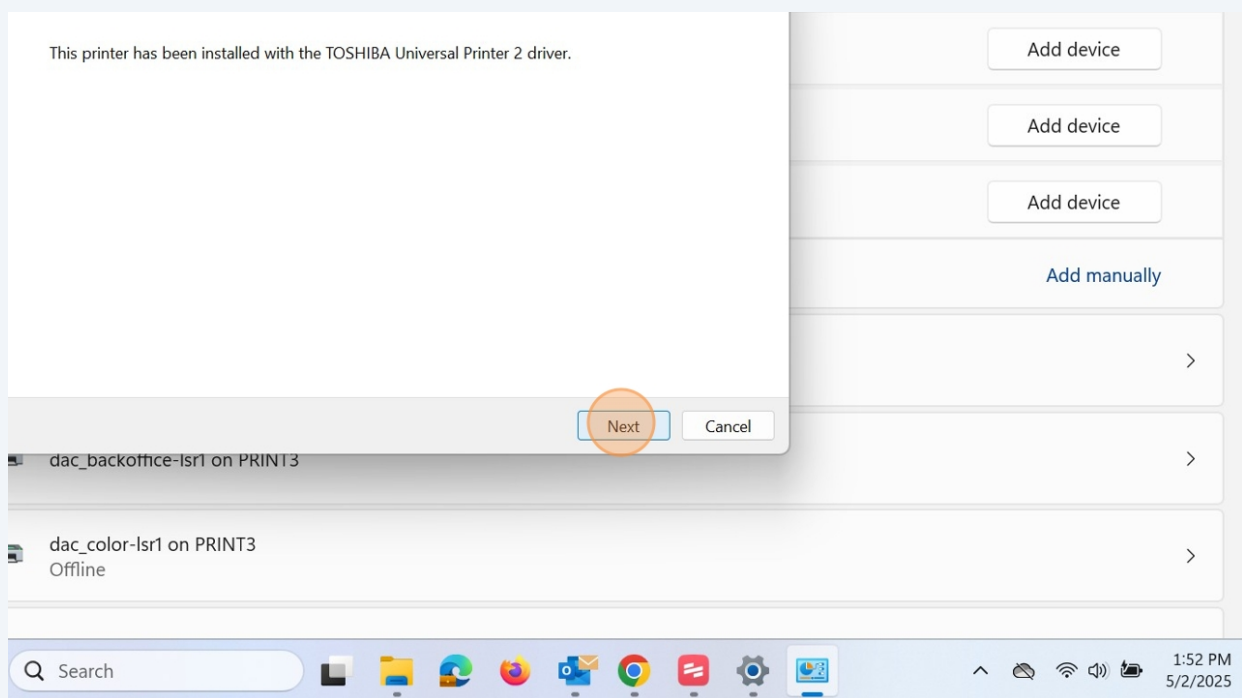
9 Click on the printer that you would like to add



10 Click "Next"



11 Click "Next"



12 Click "Finish"

To check if your printer is working properly, or to see troubleshooting information for the printer, print a test page.

Print a test page

Finish

Cancel

Add device

Add device

Add device

Add manually

>

>

>

Search

1:53 PM
5/2/2025