

## Adding the Library Wireless Printer (Microsoft Windows XP)

1. Open Printer & Faxes
  - a. Click “Start” and “Settings” and “Printer and Faxes”.
2. Click on “Add a Printer”.
3. Click “Next” on the “Welcome to the Add Printer Wizard”.
4. Select “A network printer, or a printer attached to another computer” and click “Next”.
5. Select “Connect to a printer on the Internet or on a home or office network”.
  - a. In the ‘URL:’ box, type “http:// 180.101.8.196” (without the quotes) and click “Next”.
6. Click ‘OK’ to the “Connect to Printer” screen.
  - a. At this point you will be prompted to install the printer driver for the Library Wireless printer located on the 1<sup>st</sup> floor at the Reference Desk.
7. You should see an “Add Printer Wizard” screen with the Manufacturer and Printers list shown.
8. Under Manufacturer select “Generic” and under Printers highlight “Generic / Text Only” and click ‘OK’.
  - a. At this point the drivers should automatically install from your Windows drivers directory.
  - b. Click ‘No’ on the “Default Printer Screen” and click ‘Next’.
  - c. Click ‘Finish’

You will now have a printer named **http://180.101.8.196** in your printer list. This printer will not need to be reinstalled unless removed by you.

**LOCATION:** The Printer is located in the Library at the 1<sup>st</sup> Floor Reference Desk.

**THIS WIRELESS PRINTER IS OFFERED STRICTLY AS A COURTESY TO OUR STUDENTS. Westchester Community College Information Technology Policy states that Westchester Community College Technical Support DOES NOT SUPPORT any non-WCC Hardware. If you cannot connect the wireless printer to your laptop following these instructions, you will have to use our networked equipment.**

**Thank you.**