To connect a Printer on your Lap-top:



1) Select: Start menu Settings **Printers and Faxes** 🝓 Printers and Faxes Programs Eile Edit View Favorites Tools Help Documents 2 🔎 Search 🛛 😥 Folders D 📴 Control Panel 1-1 Address 🦓 Printers and Faxes 🖌 🔁 Go 🔕 Network Connections Proi Search 🝓 Printers and Faxes * P A **Printer Tasks** Ø Xerox Laser 🔒 Taskbar and Start Menu Help and Support $(\mathbf{2})$ ndows Ready Add a printer 🦳 Run... Set up Start the Add Printer Wizard, which helps you install a printer. Ŵ Shut Down... \mathbf{O} start 2) Select "Add a printer"

3) The "Welcome to the Add Printer Wizard" window will appears, then click on the "Next" button.



4) On the next window, select "A Network, or a printer attached to another computer"



- 5) Enter the Printer name in the field bellow
 - Name as indicated on each printer "shared as :\\WSISA001\PRTAB001"
 - Enter exactly the same as indicated in the quotation mark!
 - Example: \\WSISA001\PRT201



- 6) Select "Yes" to define this printer as default during the WSIS and then click "Next".
- 7) Click on the "Finish" button to end the operation.



In case of problem, please contact the Windows Help Desk at : +41 (0)22 761 3630