# **Roundabout Wireless Printing Instructions**

# Wireless printing is accepted at the following printers:

- 39th Street Copier
- Education Copier
- Steinberg Center Copier
- American Airlines/Todd Haimes Theatre Copier
- Sondheim Theatre Copier
- Studio 54 Copier
- Rehearsal Hall Copiers

Mac Wireless Printing Instructions	
Windows Wireless Printing Instructions	page 8

## **Mac Wireless Printing Instructions**

- 1. Make sure you are connected to the Roundabout Wi-Fi.
- 2. Install the Canon print driver.
  - a. Click on Software & Drivers.



b. Select your **Operating System** (Mac) and **Version** (can be found under "Apple Menu/About This Mac").

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😑 🔍 🦳 Canon Support for image		
← → C 😫 usa.canon.com/	support/p/imagerunner-advance-dx-c5850i	🔯 🕸 🕁 🔲 🖨 Incognito 🛛 Relaunch to update 🚦
🥱 SIX (NY) - Broadw 🗀 Recipes [	🗅 Library Books 🗅 Finale Resources 🗅 Music Resources 🗅 DnD Resources 🗅 Cloada 3301 🧧 The Chosen One S 👹 Cabin Pressure Ma	📅 Freelance Tracking 🚺 Welcome to Cure 🧮 YehBreakout Hinta 😕
	DOWNLOADS SETUP & TROUBLESHOOTING PRODUCT INFO image/iLANER ADVANCE DX C5850	
	DOWNLOADS	
	Software & Drivers	~
	Our software & drivers for your product are specific to your operations system. We've detacted your operating system as OS X. If you n different operating system make sure to select the correct operating system & version with the dropdowns below. Not all our software operating systems and versions.	eed software or drivers for a & drivers are compatible with all
	Operating System Mac (detected) Version Version Version	
	Download Type Language All English	Sort Recommended
	There are no results for the OS Version you selected.	
	Manuals	~
(F)	Apps	v
		Siddle Startes

c. Find the UFRII Mac Driver and click Download.

← → C 😫 usa.canon.co	m/support/p/imagerunner-advance-dx-c5850i			<b>国 &amp; 本</b>	A Incognito Relaunch to update
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	DOWNLOADS SETUP & TR	OUBLESHOOTING PRODUCT IN	IFO ImageRUNNER ADVANCE DX C5850		
	Our software & drivers for your product different operating system make sure to operating systems and versions.	are specific to your operations system. We've o select the correct operating system & version	detected your operating system as OS X. If you with the dropdowns below. Not all our software	need software or drivers for a e & drivers are compatible with all	
		Operating System Vac (detected)	Versien macOS Big Sur v11.0		
	Download Type Language All English	×		Sort Date(from latest to oldest)	
	1-8 of 20 Results				
	File Name PPDv5:10_Mac.zip	Type Drivers	Date File Size 10.30.23 3.69 MB	DOWNLOAD	
	Details V				
	File Name PS_v4.17.16_Mac.zip	Typo Drivers	Date File Size 10.23.23 68.0 MB	DOWNLOAD	
	Details V				
	File Name UFRII_V10.19.16_Mac.zip	Type Drivers	Date File Size 10.04.23 101 MB	DOWNLOAD	
	Details V				
-				Section March	11

d. Save the .zip file to your Downloads folder.

Favorites	Save As: Tegs:	UFRII_v10.19.16_mac.zip		
	<>	Downloads	0	Q Search
	Previous 7 Days			
	New Folder			Cancel Save



e. Double-click on the downloaded .zip file to unzip it.

f. Find the unzipped .dmg file and double-click it (it may be a ways back).



g. Double-click on the .pkg file.



- h. Follow the instructions onscreen to install the driver.
- 3. Go to System Preferences and click on Printers and Scanners.

•••	$\langle \rangle$	IIII Syste	m Preferen	ces	(	Q Search	
						Apple ID	Family Sharing
General	Desktop & Screen Saver	Dock & Menu Bar	Mission Control	Siri	Q Spotlight	Language & Region	Notifications
(Q) Internet Accounts	Wallet & Apple Pay	Touch ID	Users & Groups	Accessibility	Screen Time	Extensions	Security & Privacy
Software Update	Network	Bluetooth	Sound	Printers & Scanners	Keyboard	Trackpad	Mouse
Displays	Sidecar	Battery	Date & Time	Sharing	Time Machine	Startup Disk	

4. Click on the **Network symbol**. Then add the **IP Address** (listed below) and **name the printer**.

39th Street Copier: 10.39.2.32
Education Copier: 10.46.2.2
Steinberg Copier: 10.46.2.5
American Airlines/Todd Haimes Theatre Copier: 10.42.2.4
Sondheim Theatre Copier: 10.43.2.9
Studio 54 Copier: 10.54.2.4
Rehearsal Hall, 10th floor: 10.45.2.10
Rehearsal Hall, 11th floor: 10.45.2.11
Rehearsal Hall, 12th floor: 10.45.2.12

Add Printer
Address 10.39.2.32 Valid and complete host name or address.
Protocol: Internet Printing Protocol - IPP
Queue:
Name: PT-39-Mailroom
Location: Mail Room
Use: Generic PostScript Printer
The selected printer software isn't from the manufacturer and may not let you use all the features of your printer.
Add

5. Click on the Use dropdown.

• • •	Add Printer
Address:	10.39.2.32
	Valid and complete host name or address.
Protocol:	Internet Printing Protocol - IPP
Queue:	
Name:	PT-39-Mailroom
Location:	Mail Room
Use:	Generic PostScript Printer
	The selected printer software ion't from the manufacturer and may not let you use all the features of your printer.
	Add

6. Search for the **"Canon iR-ADV C5840/5850" driver**. Select it, then click **OK**.

	••	Printer	Software	9		
			Q 5850	$\triangleright$		8
4	Canon iR-ADV C5840/585	50				
l						
				Cancel	ОК	

#### 7. Click Add.

• • •	Add Printer
Address:	10.39.2.32
	Valid and complete host name or address.
Protocol:	Internet Printing Protocol - IPP
Queue:	
Name:	PT-39-Mailroom
Location:	Mail Room
Location.	
Use:	Canon IR-ADV C5840/5850
	Add

8. The printer should appear in your printers list. From here, you can print as normal.

••• < > :::: P	rinters & Scanners	Q Sea		
Printers PT-39-Mailroom • Idle, Last Used	Location:	PT-39-Mailroom Open Print Queue Options & Supplies Mail Room		
	Kind:	Canon iR-ADV C5840/5850		
+ -	Share this printe	r on the network Sharing	Preferences	
	Default printer:	Last Printer Used	٥	
	Default paper size:	US Letter	٢	?

# **Windows Wireless Printing Instructions**

This installation will require a restart.

This process is rather long. Feel free to call IT at (212) 719-9393 x4357 or email <u>support@roundabouttheatre.org</u> for assistance.

- 1. Make sure you are connected to the Roundabout Wi-Fi.
- 2. Go to the Cannon website to install the print driver
  - a. Click on **Software & Drivers**.

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e -> C 😫 usa.canon.com/support/p/imagerunner-advance-dx-c5850i 🌵 🖈	□ 🖨 Incognito (3) 🚦
🗿 SX (M) - Broadway 🗅 Recipes 🗅 Library Books 🗅 Finale Resources 🗅 Music Resources 🗅 DriD Resources 🗅 Gcada 3301 🧧 The Chosen One So 🐉 Cabin Pressure Mas 🔠 Freedance Tracking 👩 Webc	
Consumer Pro Business (+) Feedback 🏋 🔂 Sign In	
Cation Q. Search products, support and more	
Annual Lance Male Bilder M Terre Dans Aller Dark Detro Merchand	
Cameras Lenses Video Printers Ink, Ioner's Paper Office Deals Protect Your Product Learning Community Support Contact Us	
FREE SHIPPING & HANDLING ON CAMERA & LENS PRODUCTS + EXTENDED RETURNS ON SELECT PRODUCTS ONLY	
Canon Homepage / Canon Support / ImageRUNNER ADVANCE DX C58501	
imageRUNNER ADVANCE DX C5850i	
Get started with these quick links.	
Software & Drivers Manualis Advisories Specifications	
This product is supported by our Canon Authorized Dealer Network. Canon Authorized Dealers provide the highest quality service and are supported by Canon-	
certified technicians using Canon Genuine parts. Please contact your Canon Authorized dealer for all your canode	
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b. Select your **Operating System** (Windows) and **Version** (can be found by searching "About Your PC")

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					»
	DOWNLOADS SETUP & TROUBLESHOOTING PRODUCT INFO ImaginRunner advance bx cases				
	Our software & drivers for your product are specific to your operations system. We've detected your operating system as Windows. If you need software or drivers f different operating system make sure to select the correct operating system & version with the dopdowns below. Not all our software & drivers are compatible with operating systems and versions.	or a all			
	Operating System Windows (detected) Version Version V				
	Dewnload Type Language Sort All English Recommender	, ~			
	There are no results for the OS Version you selected.				
	Manuals	~			
	Apps	v			
	SETUP & TROUBLESHOOTING				
(t.	Error Codes	~			
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c. Find the Generic\_Plus\_UFRII driver and click Download.

👻 🔤 Canon Support fo	r imageRUNN × +									- 0	×
← → ♂ 😫 u	sa.canon.com/support/p/image	runner-advance-dx-	c5850i						& ☆ □	🔒 Incognito	
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	Software & Drivers								^		
	Our software & drivers for different operating system operating systems and ve	your product are 1 make sure to se rsions.	specific to your oper ect the correct opera	ations system. We' iting system & vers	ve detected yo ion with the dro	ur operating system as pdowns below. Not al	s Windows. If you nee Il our software & drive	d software or drivers for rs are compatible with a	a		ł
			Operating System		Version		~				
		-	Windows (detected)		Window	ws 11					
	Download Type	Language English	~					Sort Date(from latest	to oldest)		
	1-8 of 30 Results										
	File Name PPDv5.10_Win.zlp			Type Drivers	ŝ	Date 09.11.23	File Size 3.59 MB	DOWNLOAD	4		
	Details 🗸										
	File Name Generic_Plus_UFRII_v2. Details ✔	90_Set-up.exe	>	Type Drivers	1	Date 09.01.23	File Size 44.1 MB	DOWNLOAD	•		
Q Search	و ۲ می	f 🔽	Q.						~ ~	(1) ■ 11:05 AP 1/4/202	M 4

i. Save the .exe file to your Downloads folder.

Save As					×
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Organize * New	r folder			≣ •	?
> 🔷 OneDrive - Pers	or	×			Т.
Desktop					
Downloads     Documents	*				- 1
Pictures	· •				
🚱 Music					
Videos	*				
File name:					~
Save as type:	Application (*.exe)				~
▲ Hide Folders			Save	Cancel	

3. Double-click on the downloaded .exe file.

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合 Home ] Gallery		Í	Name ^	Date modified	Туре	
👝 OneDrive - Personal			Ceneric_Plus_UFRII_v2.90_Set-up.exe	1/4/2024 11:07 AM	Application	
			✓ Earlier this week			_
Desktop						
Documents		*				
Rectures		*				
🕖 Music		*				
🚺 Videos		*				

4. Find the unzipped **Generic\_Plus\_UFRII** folder and **double-click** to open it (it may be under "A long time ago" in your Downloads folder).



5. Double click on **x64** or **32BIT** as appropriate (if you do not know, it is likely x64).

Generic_Plus_UFRII_v2.90	× +			_	
$\leftarrow$ $\rightarrow$ $\wedge$ C	$\square$ > Downloads > Generic_Plus_UFRII_v2.90 >		Search G	eneric_Plus_UFRII_	v2.90 Q
🕀 New ~ 🐰 [	🗋 🔄 🖻 🗓 🏷 Sort - 🗮 View -				Details
<ul> <li>☆ Home</li> <li>☑ Gallery</li> <li>&gt; ⊘ OneDrive - Personal</li> <li>☑ Desktop</li> <li>☑ Documents</li> <li>☑ Documents</li> <li>☑ Pictures</li> <li>⊘ Music</li> </ul>	<ul> <li>Name</li> <li>A long time ago</li> <li>Release Notes - Package-aware.pdf</li> <li>x64</li> <li>32BIT</li> </ul>	Date modified 9/20/2022 2:49 PM 7/25/2023 9:39 AM 7/25/2023 9:38 AM	Type Microsoft Edge PDF File folder File folder	Size 675 KB	

- 6. Run the Setup Wizard.
  - a. Double click on the Setup.exe file to run the setup wizard.



b. Select your language, then click **Next**.



c. Read the agreement, then click Yes.



d. Select the **Custom Printer Setup** option, then click **Next**.

쯓 Generic Plus UFR II Printer Driver - Ver. 2.90	$\times$
The Generic Plus UFR II printer driver will be installed on your computer. Select a setup method, and then click [Next].	
Printer Setup  Standard Search for printers on the network and install.  Reactivate Printers in the Sleep Mode and Search  Custom Specify a port or an IP address manually to install drivers o local or network printers. You can also specify other settings, such as setting a printer a shared printer.  USB Connection Connect the printer with a USB cable and install.	f r as
Display Readme File < Back Next > Cance	e <b>l</b>

e. Make sure that Auto Select is checked, then click Next.

쯓 Generic Plus UFR II Printer Driver - Ver. 2.90	) ×
Select Configuration Profile Select a configuration profile suitable for the print then click [Next].The profile can be changed after	er type to add or its intended use, and installation.
Select Configuration Profile:	
Auto Select     Basic Comiguration     imagePRESS     iR-ADV PRO     iR-ADV     Laser Printers     All-in-One Printers     imagePRESS (Type 001)     imagePRESS (Type 002)     imagePRESS (Type 003)     imagePRESS (Type 004)     imagePRESS (Type 005)     imagePRESS (Type 006)     imagePRESS (Type 007)     imagePRESS (Type 008)     imagePRESS (Type 009)     iR-ADV PRO (Type 001)     iR-ADV PRO (Type 001)     iR-ADV PRO (Type 003)     iR-ADV PRO (Type 004)     iB-ADV PRO (Type 005)	
Comment:	۵. ۳
* When selecting multiple configuration profiles, it i profile separately in the subsequent screens.	s necessary to set the printer information for each
Help	< Back Next > Cancel

# f. Click on the Add Port... button, then click Next.

쯓 Generic Plus UFR II Printer Driver	- Ver. 2.90	×
Printer Information Set the port to be used for the selected Also, you can specify a name for the pr	printer. inter.	
Selected Printer:	Canon Generic Plus UFR II	
Use Driver:	Canon Generic Plus UFR II Printer	Driver Ver. 2.90
Port:	Not Set	~
		Add Port
Printer Name:	Canon Generic Plus UFR II	
Configuration Profile:	Auto Select	Change
Create a shortcut on the desktop for F	Remote UI	
IP Address:		
<ul> <li>Set as Default</li> <li>Use as Shared Printer</li> </ul>		
Shared Name:		
		Drivers to Add
Devices: 1 (1 to 200)	Number	Current Printer: 1 of Printers to Set: 1
Help	< Back Next	t > Cancel

# g. Select Standard TCP/IP Port, then click OK.

쯓 Generic Plu	s UFR II Printer Driver - Ver. 2.90			$\times$
Printer Informat	ion			
Set the port to Also, you can	be used for the selected printer. specify a name for the printer.			
Selected Printer:	Canon Ger	neric Plus LIFR T	r	
Use Driver:	Add Port		$\times$	r. 2.90
Port:				~
	Select the port to add, and then clic	k [OK].		dd Port
Printer Name:				
Configuration P	Port to Add:			hange
	Appmon			nunge
Create a sho	Network			
IP Address	Standard TCP/IP Port			
🗌 Set as Defau				
Use as Shar				
Shared Nar	C	ОК	Cancel	
			Dri	vers to Add
Devices: 1	(1 to 200)		Curre Number of Print	ent Printer: 1 ters to Set: 1
Help		< Back	Next >	Cancel

#### 7. Run the Standard TCP/IP Printer Port Wizard.

#### a. Click Next.



Add Standard TCP/IP Printer Port Wizard

b. Enter the **IP address** of your printer (listed below), then click **Next**.

39th Street Copier: 10.39.2.32 Education Copier: 10.46.2.2 Steinberg Copier: 10.46.2.5 American Airlines/Todd Haimes Theatre Copier: 10.42.2.4 Sondheim Theatre Copier: 10.43.2.9 Studio 54 Copier: 10.54.2.4 Rehearsal Hall, 10th floor: 10.45.2.10 Rehearsal Hall, 11th floor: 10.45.2.11 Rehearsal Hall, 12th floor: 10.45.2.12

Add Standard TCP/IP Printer Port Wizar	rd			
Add port For which device do you want to add a p	port?			
Enter the Printer Name or IP add	dress, and a port	name for the	desired device.	
Printer Name or IP Address: 🤇	10.39.2.32			]
Port Name:	10.39.2.32			
		< Back	Next >	Cancel

c. Let the wizard detect the port.

		$\times$
$\leftarrow$	and Add Printer	
	Detecting TCP/IP port	
	Detecting the TCP/IP port Windows will automatically move to the next page when the detection is done.	

Next

Cancel

#### d. Click Finish.

Add Standard TCP/IP Printer Port Wizard					
	Completing the Add Standard TCP/IP Printer Port Wizard				
	You have selected a port with the following characteristics.				
	SNMP:	No			
	Protocol:	RAW, Port 9100			
	Device:	10.39.2.32			
	Port Name:	10.39.2.32_3			
	Adapter Type:	PT-39-MailRoom			
	To complete this wizard	l, click Finish.			
		< Back Finish Cancel			

#### 8. Go back to the Driver Setup Wizard.

#### a. Name your printer, then click Next.

쯓 Generic Plus UFR II Printer Driver	- Ver. 2.90		×
Printer Information Set the port to be used for the selected Also, you can specify a name for the pr	printer. inter.		
Selected Printer:	Canon Generic Plus UF	R II	
Use Driver:	Canon Generic Plus UF	R II Printer [	Driver Ver. 2.90
Port:	10.39.2.32		~
			Add Port
Printer Name:	PT-39-Mailroom		
Configuration Profile:	Auto Select		Change
Create a shortcut on the desktop for F	Remote UI		
IP Address:			
Set as Default Use as Shared Printer			
Shared Name:			
			Drivers to Add
Devices: 1 (1 to 200)		Number	Current Printer: 1 of Printers to Set: 1
Help	< Back	Next	> Cancel

#### b. Click Start.



c. Make sure you have saved any files you have open, then click **Restart**.



9. Search for Printers and Scanners.



Setting	s	Bluetooth & devices > Printers & scanners
Find a set	ing Q	Add a printer or scanner Add device
A Hom	e	E Fax →
Bluet	tooth & devices	Microsoft Print to PDF
<ul> <li>Netv</li> <li>Perso</li> </ul>	vork & internet onalization	CneNote (Desktop)
📑 Apps	unts	FT-39-Mailroom
5 Time	& language	Printer preferences
X Acce	ssibility	Let Windows manage my default printer On <b>C</b>
<ul><li>Priva</li><li>Winc</li></ul>	cy & security dows Update	Download drivers and device software over metered connections Data charges may apply Off
		Related settings
		Print server properties
		Troubleshoot C
		Related support
		Help with Printers & scanners

10. The printer should appear in your printers list. From here, you can print as normal.

If the printer doesn't appear in your printers list after installing the driver:

1. Click on Add Device.

$\leftarrow$	Settings		- 0
		Bluetooth & devices > Printers & scanners	
Find	d a setting Q	Add a printer or scanner Add device	
₼	Home	Fax	>
8	System Bluetooth & devices	Microsoft Print to PDF	>
•	Network & internet Personalization	CneNote (Desktop)	>
*	Apps	PT-39-Mailroom	>
5	Time & language	Printer preferences	
∞ ★	Gaming Accessibility	Let Windows manage my default printer On	
() ()	Privacy & security Windows Undate	Download drivers and device software over metered connections Off @ Data charges may apply	
Ŭ		Related settings	
		Print server properties	C
		Troubleshoot	C
		Related support	
		Help with Printers & scanners	^

# 2. Click on Add Manually.

← Settings			- 0	×
	Bluetooth & devices > Printers & scanners			
Find a setting Q	Add a printer or scanner	Refresh		
A Home	The printer that I want isn't listed	Show Wi-Fi Direct printers Add manually		
System	🚍 Fax	>		
Bluetooth & devices				
Network & internet	Microsoft Print to PDF	>		
Personalization     Apps	CneNote (Desktop)	>		
Accounts				
Time & language	Printer preferences			
Gaming	Let Windows manage my default printer	On 💶		
Accessibility     Privacy & security	Download drivers and device software over metered connections Data charges may apply	Off		
Windows Update	Related settings			
	Print server properties	ß		
	Troubleshoot	ß		
	Related support			
	Help with Printers & scanners	^		
	Learn about Control panel options moving to Settings			
🚦 Q Search 🥣 📃 🧿 🖪 🗖			(10:42 AN 1/4/202	M 24

3. Select Add a printer using an IP address or hostname, then click Next.

		$\times$
$\leftarrow$	and Add Printer	
	Find a printer by other options	
	O My printer is a little older. Help me find it.	
	O Select a shared printer by name	
	Browse	
	Example: \\computername\printername or http://computername/printers/printername/.printer	
<	• Add a printer using an IP address or hostname	
	O Add a Bluetooth, wireless or network discoverable printer	
	Add a local printer or network printer with manual settings	
	Next Cance	el

4. Select **TCP/IP Device**, then enter the **IP address** as listed above.

					$\times$
÷	ᡒ Add Printer				
	Type a printer host	name or IP address			
	Device type:	TCP/IP Device			×
	Hostname or IP address:	10.39.2.32			$\sum$
	Port name:	10.39.2.32			
	Query the printer and	automatically select the driver to	use		
	Autodetect detects WSD To search for an IPP printe menu.	and TCP/IP printers. r, IPP must be selected from the	drop down		
			(	Next	Cancel
Let	the wizard dete	ct the port.			~
$\leftarrow$	ᡒ Add Printer				~
	Detecting TCP/IP p	ort			
	Detecting the TCP/ Windows will autor	P port natically move to the next page v	when the detection	on is done.	
		2			
				Next	Cancel

5.

6. Select Use the driver that is currently installed (recommended), then click Next.



Next	Cancel

#### 7. Name the printer, then click Next.

This printer will be installed with the Canon Generic Plus UFR II driver.

Next	Cancel

### 8. Click Next.

$\leftarrow$	Add Printer	×
	Printer Sharing	
	If you want to share this printer, you must provide a share name. You can use the suggested name or type a new one. The share name will be visible to other network users.	
	• Do not share this printer	
	$\bigcirc$ Share this printer so that others on your network can find and use it	
	Share name:	
	Location:	
	Comment:	
	Next Cancel	

# 9. Click Finish.

	$\times$
← 😽 Add Printer	
You've successfully added PT-39-Mailroom2	
To check if your printer is working properly, or to see troubleshooting inform print a test page.	mation for the printer,
Print a test page	
Q	Finish Cancel

For sension   Ford a setting   Part a setting   Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Add a printer or scanner     Accords     Accords <th></th> <th>-</th> <th></th> <th>-</th>		-		-
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Image: Imag		ind a setting Q.	Add a printer or scanner	Add device
i gradini   i gradini   i gradini   i gradini   i gradini   i gradini   i kicrosoft Print to PDF   i oneNote (Desktop)   i oneNote	1	Home	📾 Fax	>
<ul> <li>Network &amp; internet</li> <li>Personalization</li> <li>Apps</li> <li>Accounts</li> <li>Time &amp; language</li> <li>PT-39-Maliroon</li> <li>Time &amp; language</li> <li>Printer preferences</li> <li>Carning</li> <li>Accessibility</li> <li>Uet Windows manage my default printer</li> <li>On One One (Desktop)</li> <li>One One (Desktop)</li> <li>One One (Desktop)</li> <li>One One One (Desktop)</li> <li>One One One (Desktop)</li> <li>One One One (Desktop)</li> <li>One One One One One One One One One One</li></ul>	Ū	Bluetooth & devices	Microsoft Print to PDF	>
Apps   Acounts   Time & language   Caming   Accessibility   Accessibility   Inter preferences   Download drivers and device software over metered connections   Ort •   Time & security   Download drivers and device software over metered connections   Ort •   Time & security   Download drivers and device software over metered connections   Ort •   Time & security   Dist charges may spely   Print server properties   Troubleshoot   Troubleshoot   Dist darges mays spely   Print server properties   Troubleshoot   Dist darges mays spely		Network & internet     Personalization	ConeNote (Desktop)	>
Image Pinter preferences   Cansing Let Windows manage my default printer On <	1	Apps Accounts	PT-39-Mailroom	>
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			Help with Printers & scanners	^

# 10. The printer should appear in your printers list. From here, you can print as normal.