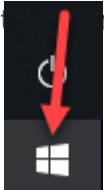


Direct IP Printing from Windows

This document provides a step-by-step set of instructions on how to add a printer to Microsoft Windows 10 using direct IP Printing.

Click the Windows Start button.



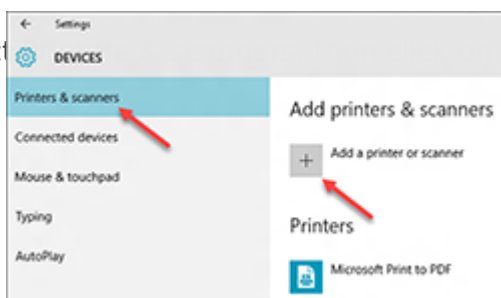
Select Settings.



Select Devices.
Bluetooth, printers, mouse



Select the + button to Add a printer or scanner.



Select The printer that I want isn't listed.

Printers & scanners

Add printers & scanners



Searching for printers and scanners

The printer that I want isn't listed

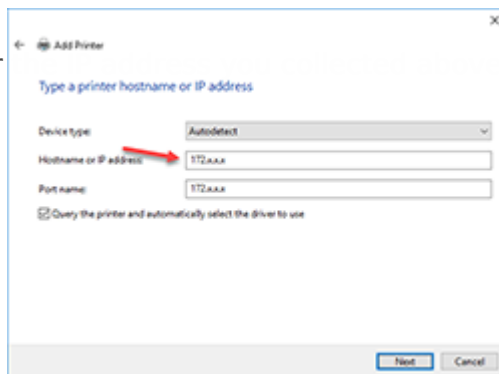


Select **Find a printer by other options** and enter the printer's IP address or hostname.

- ☐ My printer is a little older. Help me find it.
- ☐ Select a shared printer by name

Example: \\computername\printername or
http://computername/printers/printername/printer
- ☒ Add a printer using a TCP/IP address or hostname
- ☐ Add a Bluetooth, wireless or network discoverable printer
- ☐ Add a local printer or network printer with manual settings

Enter the printer's IP address in the *Hostname or IP Address* field.

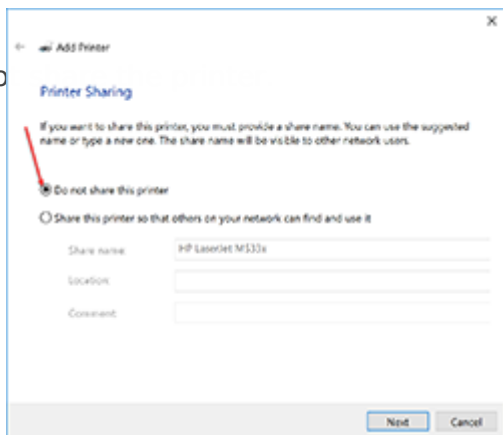


Windows should find the printer if the printer is on and configured correctly. You may have to specify more information. If prompted, Select the type of network adapter installed in the printer in the "Device Type" drop-down list. You can also click "Custom" to specify custom settings for the network printer. Select "Next". Windows will now walk you through installing the drivers for the printer.

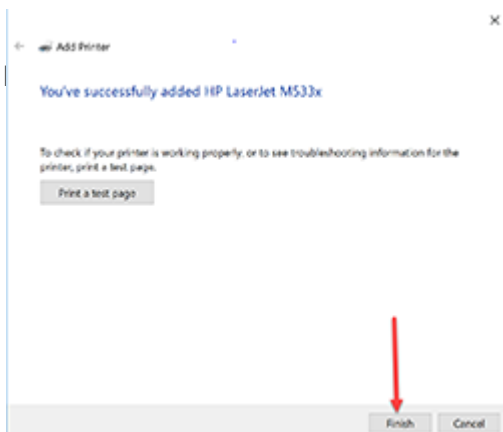
When you click Next, you will be prompted to enter a name for the printer.



Do not



Click Finish to complete the setup.



Revision #2

Created Wed, Apr 11, 2018 5:50 PM by Weber, Todd

Updated Wed, Apr 11, 2018 9:09 PM by Weber, Todd