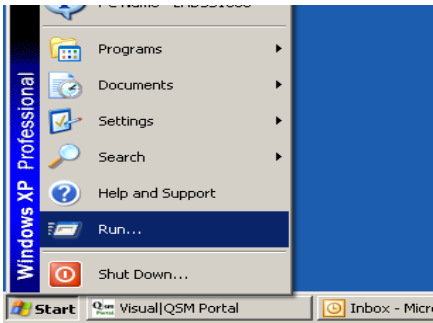
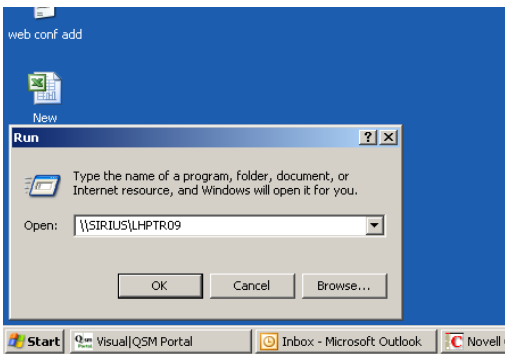


CONNECTING TO A NETWORK PRINTER

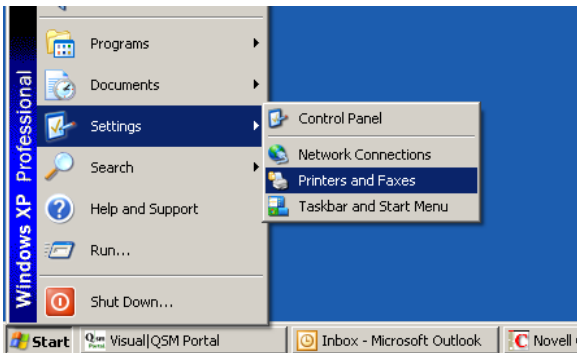
1.) Click on **Start** and then **Run**



2.) In **Run** type in the printer name eg. **\\YYsvr01\YYptr29** And then click on **OK**. You are now connected.



3.) Set this printer as your default by clicking on Start then Settings and then click on Printer and Faxes.



4.) In the Printer and Faxes box right click on the printer Icon and left click on Set as Default Printer.

