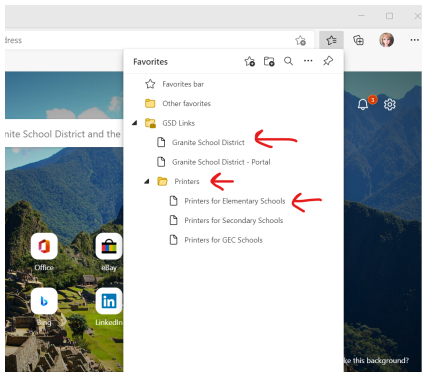


# HOW TO ADD A PRINTER

**Remember** - Printers are user and computer specific. You must add them under YOUR login on any computer that you use. The exception is usually the Computer Lab computers. Those usually default to the lab printer.

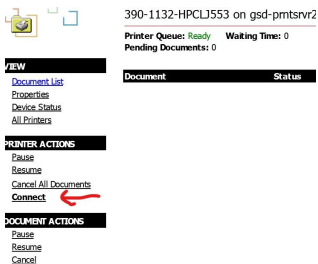
1. Open Edge Browser
2. Click on **Favorites (Star)** in the upper right corner of the toolbar
3. Click on **Granite School District Links**
4. Click on **Printers for Elementary Schools**
  - a. From the list that appears, find the Printer you want to connect to and click on its name (1<sup>st</sup> column)
  - b. On the menu on the left, click on **Connect**
  - c. Say Yes to wanting to connect



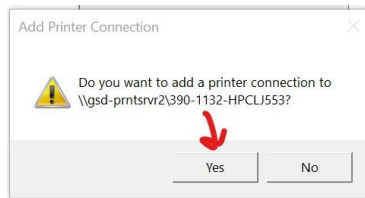
**All Printers on gsd-prntrsvr2**

| Name                              | Status | Location       | Jobs | Model                           |
|-----------------------------------|--------|----------------|------|---------------------------------|
| <a href="#">390-1107-HP LJ401</a> | Ready  | WALKER RM 1107 | 0    | HP LaserJet 400 M401 PCL 6      |
| <a href="#">390-1132-HPCLJ553</a> | Ready  | WALKER RM 1132 | 0    | HP Universal Printing PCL 6     |
| <a href="#">390-1201-CIR4745</a>  | Ready  | WALKER RM 1201 | 0    | Canon Generic Plus PCL6         |
| <a href="#">390-1213-HP LJ401</a> | Ready  | WALKER RM 1213 | 0    | HP LaserJet 400 M401 PCL 6      |
| <a href="#">390-1301-CIR4745</a>  | Ready  | WALKER RM 1301 | 0    | Canon Generic Plus PCL6         |
| <a href="#">390-1312-HP LJ401</a> | Ready  | WALKER RM 1312 | 0    | HP LaserJet 400 M401 PCL 6      |
| <a href="#">390-1315-HPCLJ651</a> | Ready  | WALKER RM 1315 | 0    | HP Color LaserJet M651 PCL 6    |
| <a href="#">390-2120-HPCLJ551</a> | Ready  | WALKER RM 2120 | 0    | HP LaserJet 500 color M551 PCL6 |
| <a href="#">390-2125-CIR4545</a>  | Ready  | WALKER RM 2125 | 0    | Canon iR-ADV 4545/4551 PCL6     |

4a



4b



4c

4c

