

Mapping to Networked Printers

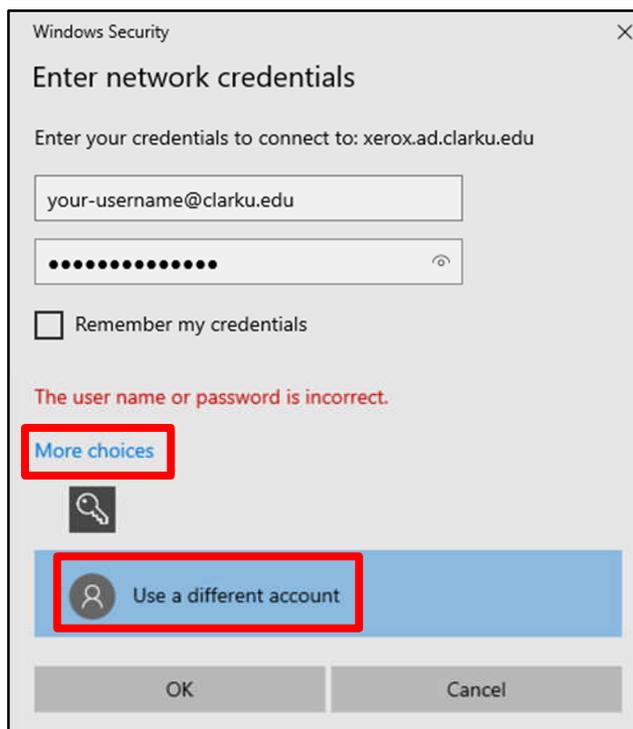
Connecting your Windows 10 computer to a networked printer

Introduction

Once you have been given access to a print queue (by the Help Desk), you may connect the printer to your personal or a University-owned Windows 10 computer using the steps outlined in this document. This process requires you to be connected to the Clark network, so please make sure you are connected by Wi-Fi, the wired network or by VPN.

Connection Steps for Clark owned device:

1. From the 'Start' menu, type in [\\cuprinters.ad.clarku.edu](https://cuprinters.ad.clarku.edu), [\\xerox.ad.clarku.edu](https://xerox.ad.clarku.edu) or [\\printers.ad.clarku.edu](https://printers.ad.clarku.edu) depending on the domain name you must be given alongside the name of the print queue. Press Enter.
2. When attempting to connect you need to enter your credentials. First select "More choices" – then select "Use a Different Account". Now you can enter your University credentials (username@clarku.edu and password) and select "OK" to finish.



3. A list of printers will open, locate the name of your print queue (e.g. ASEC_COLOR_MFP_001). Double click on it to install.