Adding a printer to a staff chromebook

Click the Start Menu, then the Settings gear:

	🌐 Manag	ged by n	nedia.willardr2.ne	et
*	TigerNet Medium	>	Screen capture	O Do Not Disturb
*	Bluetooth On	>	Sast sc Devices	reen available
	Keyboard On-screen keyb.			
2				\bowtie
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In the settings, click Device on the left side, then in the Device section, near the bottom locate the Print area and click on that:

Se	ettings		Q Search settings	
۲	Network TigerNet		Your <u>Chromebook is managed</u> by media.willardr2.net	
	Bluetooth	Device		
*	On	œ	Fouchpad	
60	Connected devices Phone Hub, Quick Share	8	Keyboard and inputs English (US)	
0	Accounts 3 accounts	0	Stylus	
R	Device Keyboard, touchpad, print	Q	Display	
X	Wallpaper and style Dark theme, screen saver	Ŷ	Audio	
•	Privacy and security Lock screen, controls	Printer	and scanners	
***	Apps Notifications, Google Play	6	Print /iew or add printers and see active print jobs	
Ť	Accessibility Screen reader, magnification	Ŋ	Scan Scan documents and images	Z

Within the Print settings, click "Other available printers" at the bottom. Ignore any "TOSHIBA" entries, there's no way to know which copier each of those is. Click on the "Add Printer manually" option:



Enter the specific settings for the printer you want to add, see the chart on the next page for the correct values (don't change the Protocol or Queue entries):

Add a printer manually	
Name	
WIS-N Workroom	
Address	
10.40.23.211	
Protocol	
Internet Printing Protocol (IPP)	
Queue	
ipp/print	
Print server	Cancel Add

Building	Printer Name	Printer Address	
High School	HS Upstairs	10.20.23.202	
	HS Workroom (1)	10.20.23.201	
	HS Library	10.20.23.204	
	HS SUCCESS	10.20.23.205	
	HS Counselor Office	10.20.23.208	
	HS Workroom (2) (NEW)	10.20.23.209	
Middle School	MS Library	10.30.23.204	
	MS Student Union	10.30.23.203	
	MS Workroom	10.30.23.201	
	MS Team Room	10.30.23.202	
WIS-North	WIS-N Workroom	10.40.23.211	
	WIS-N Library	10.40.23.214	
	WIS-N Preschool Hall	10.40.23.213	
WIS-South	WIS-S Library	10.80.23.212	
	WIS-S Academic	10.80.23.211	
Central	WC Workroom (1)	10.60.23.202	
	WC Workroom (2)	10.60.23.201	
East	WE Workroom	10.50.23.201	
	WE 3rd Grade	10.50.23.202	
North	WN Workroom	10.40.23.201	
	WN Office Mono	10.40.23.202	
South	WS Workroom (1)	10.70.23.201	
	WS Workroom (2)	10.70.23.202	
Orchard Hills	WOHE Workroom	10.80.23.201	
	WOHE Library	10.80.23.202	