Adding Parkway Printers:

Open File Explore: Shown Below!

	Desktop									
Ŧ	Downloads									
	Documents									
N	Pictures									
Fred	quent									
	System32									
	Aliana									
	Program App-Vol - Business									
	Applications									
\$	Music	Open								
4	Videos	Prone								
	File Explorer									
Ń	Unpin from taskbar									
×	Close all windows									
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			9	200	~ >		and			

Once File Explorer is open, go ahead and type in the printer server destination: \parkwayprint1 or \\parkwayprint2

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File Home Share View							
$\leftrightarrow \rightarrow \uparrow \uparrow \Rightarrow \uparrow \to \uparrow \to$							
📌 Quick access	✓ Frequent folders (8)						
📃 Desktop 🛷	Desktop This PC	Downloads	Documents				
🕂 Downloads 🛛 🖈	A 11115 P.C.						
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Note: Pictures 📌	This PC\Desktop	\\mecm\sources\$	This PC\Desktop				
Aliana							
Applications							
- Program App-Vol -	V Recent files (20)						

Here you will see ALL parkway printers that are on Parkwayprint1 or Pakrwayprint2 server:



You can Search your school/location at the top right corner:

Example: CHS

You will see all CHS printers now!

		Search Tools	CHS - Search Results in parkwayprint1		— C	; C	×
Share	View	Search				\sim	?
> Searc	h Results	in parkwayprint	5 v	сня		>	¢
	Ş	CHS 003 Rico	NP 3055 (\\parkwayprint1)				^
*	Ş	CHS 011 Rico	MP 3055 (\\parkwayprint1)				
*	Ş	CHS 018 From	Office Ricoh MP 3055 (\\parkwayprint1)				
	Ş (CHS 035 LJ40	(\parkwayprint1)				
J-V0I -	Ş 🧐	CHS 035 Rico	1 MP 4055 (\\parkwayprint1)				
	Ş	C <mark>HS</mark> 324 HP L	aserJet 4000 Series (\\parkwayprint1)				
2	Ş 🧐	CHS 402 HP L	aserJet 4050 Series (\\parkwayprint1)				
	Ş 🧐	CHS 404 Colo	· CP5225dn (\\parkwayprint1)				
	Ş (CHS 404 HP L	aserJet 4250 (\\parkwayprint1)				
:)	Ş 🧐	<mark>CHS</mark> 404 HP L	aserJet P4014 (\\parkwayprint1)				
:) ; (R:)	Ş 🧐	CHS 407 HP C	olor LaserJet CP3525 (\\parkwayprint1)				
(S:)	Ş (CHS 407 HP L	aserJet P4014 (\\parkwayprint1)				
	Ş (C <mark>HS</mark> 408 HP C	olor E65060 (\\parkwayprint1)				
	Ş (<mark>CHS</mark> 408 HP L	aserJet 600 M601 (\\parkwayprint1)				
	Ş 🧐	CHS 409 HP L	sserJet 400 MFP M425dn (\\parkwayprint1)				
	< ●	CHS 409 HP I	aserlet 4250 (\parkwavprint1)				~

Select a printer you want to install. Right click on the printer, and select **Connect:**

🗐 🔸 Sear	rch Results in parkwayprint1 > V 👌 CHS
5	See CHS 003 Ricoh MP 3055 (\\parkwayprint1)
*	See CHS 011 Ricoh MP 3055 (\\parkwayprint1)
s 11 11	Several Street CHS 018 Front Office Ricoh MP 3055 (\\parkwayprint1)
15	CHS 035 LJ401 (\\parkwavprint1)
pp-Vol -	CHS 035 Ricoh M Connect
	Image: Second state
ne	CHS 402 HP Lase Properties [1]
5	See CHS 404 Color CP5225dn (\\parkwayprint1)

Once you do this go into **Printers & Scanners**:

You will see the printers you just added:

	Printers & scanners Add printers & scanners					
]						
	+ Add a printer or scanner					
	Printers & scanners					
	ADM PUB RICOH Aficio MP 9002 on msprint2					
	Adobe PDF					
	CHS 035 LJ401 on parkwayprint1					
	CHS-ENG-HALL-S-LJ4050 on parkwayprint1					
	Microsoft Print to PDF					