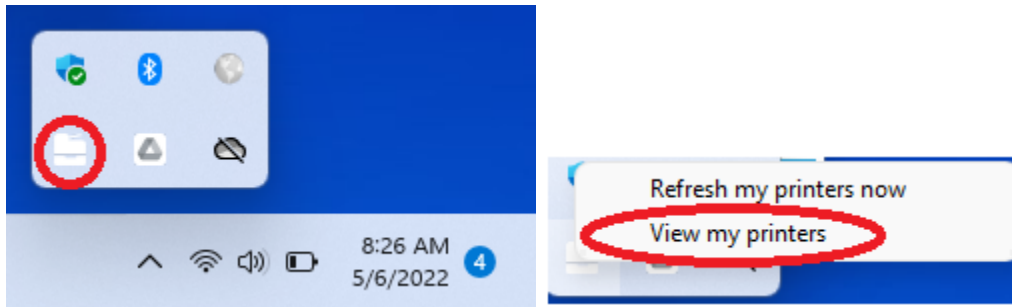
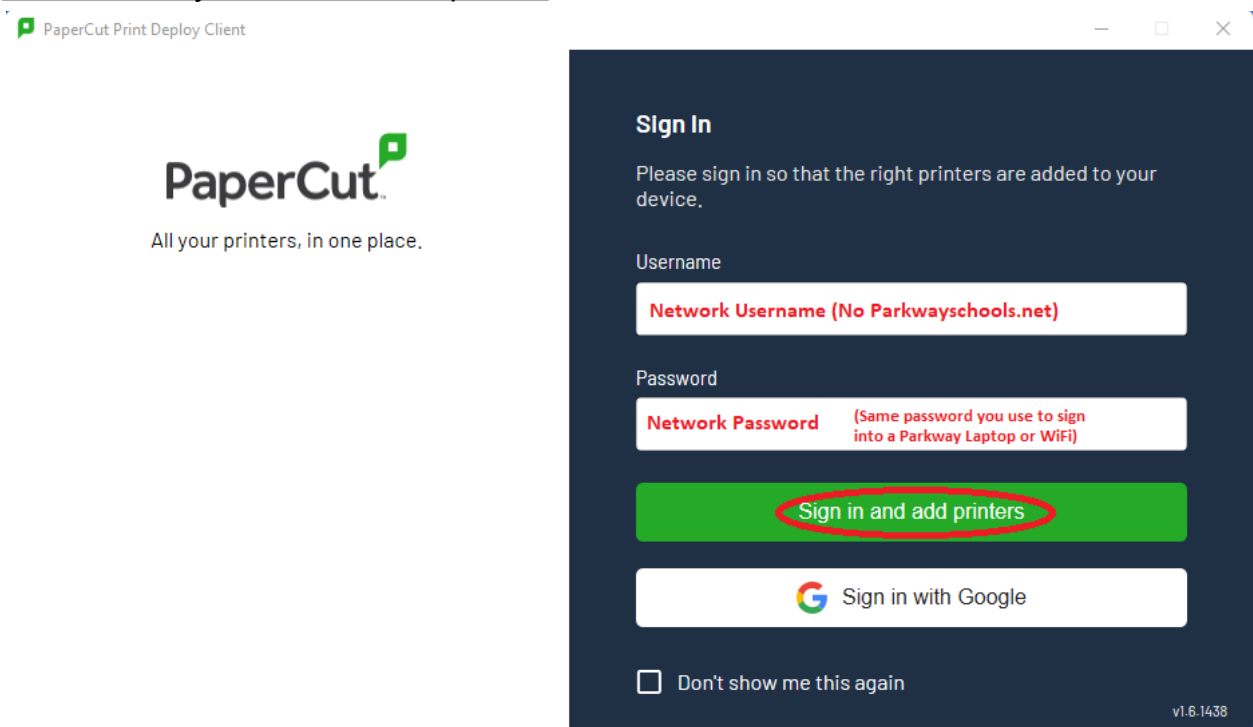


Connecting to a Printer with Papercut Print Deploy

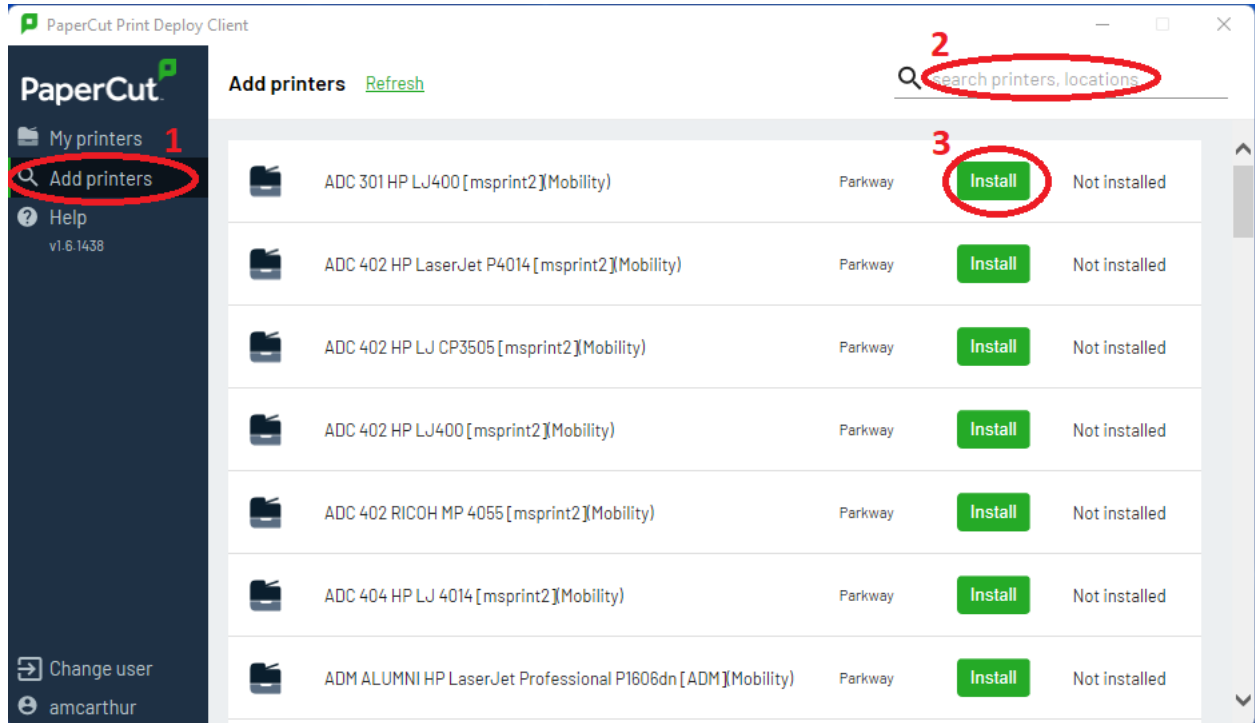
- Open the Papercut Print Deploy Client, if it is not already open. To do this, open your Taskbar System Tray (∧ Icon in bottom right corner of desktop). Click on the white printer icon and select **“View My Printers”**.



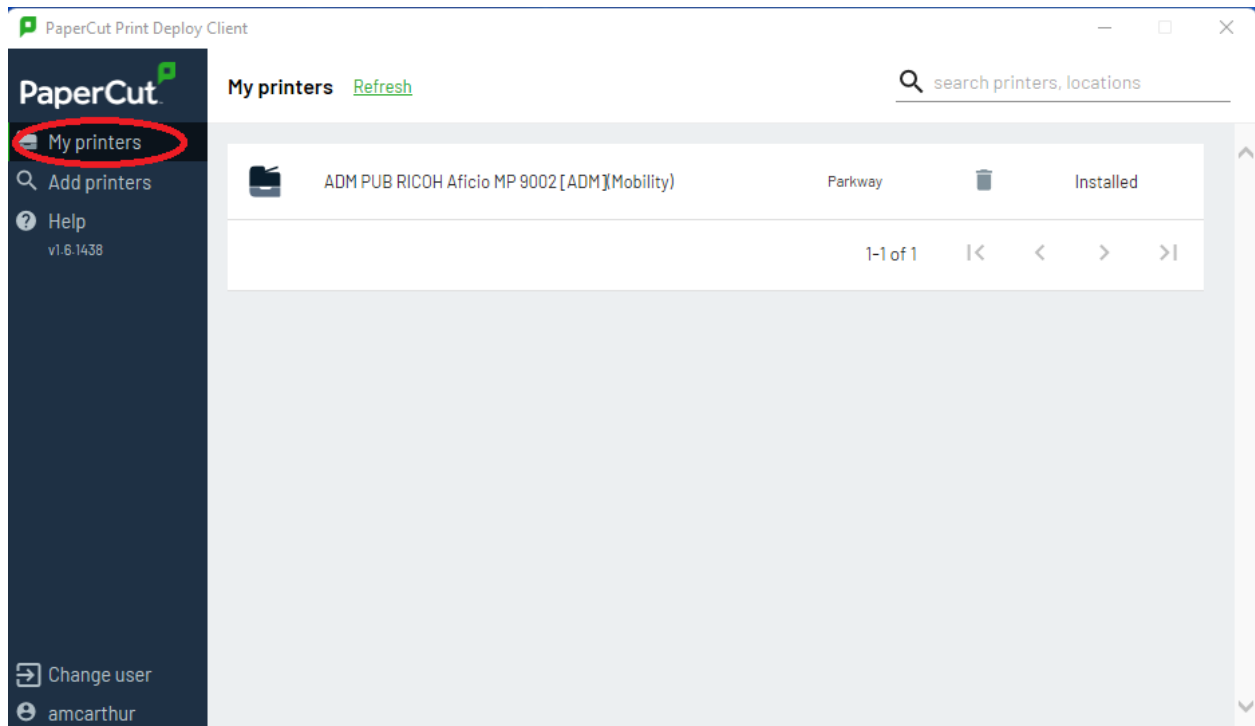
- Sign in using your Parkway Network Login Credentials. You will only have to sign in the first time that you connect to Papercut.



- 1) Click “Add Printers” on the left hand side of the client.
 - 2) Search for the printer you want to install.
 - 3) Click the “Install” button for that printer.
- Repeat for as many printers as you need to connect to.



- Go back to “My Printers” and verify that all of your selected printers were installed.



- That's it! Your printer will now be selectable.
- The first time you attempt to print, if you do not see your printer in the print dropdown, select "See more..." and locate your printer in the list.

