MONTCLAIR STATE UNIVERSITY

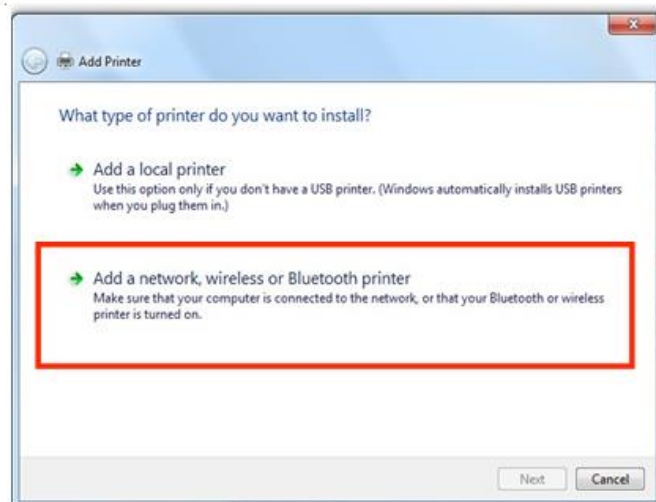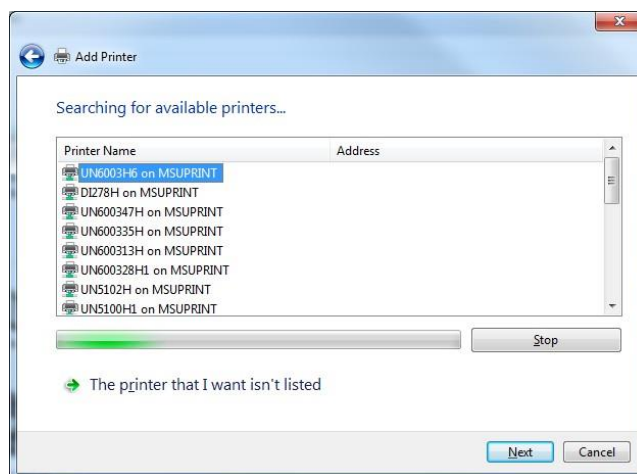# Active Directory Services - Windows 7

Installing a Shared Printer

1) Click on **Start**
2) Click on **Devices and Printers**
3) Click **Add a printer**
4) Click **Add a network, wireless or Bluetooth printer**
5) Click **Next**
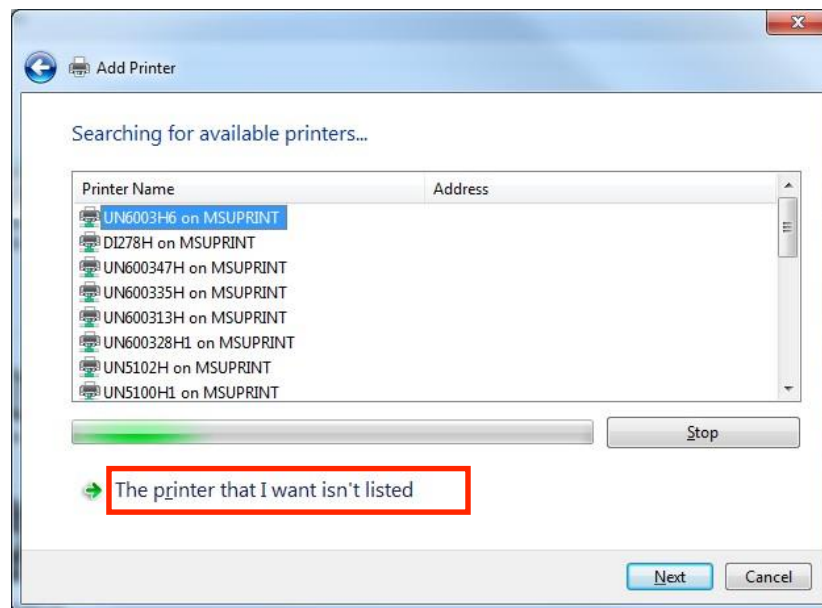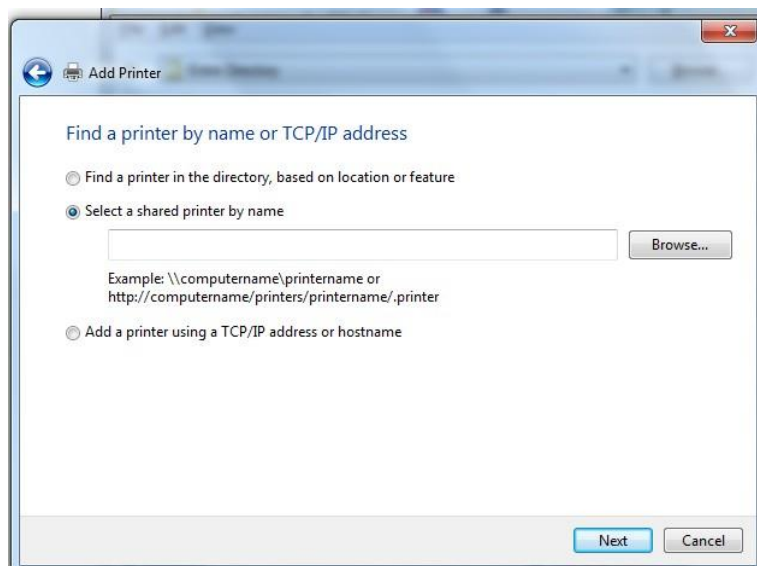

6) Select the printer from the list
7) Click **Next**

8) Click **Next**
9) Click **Finish**

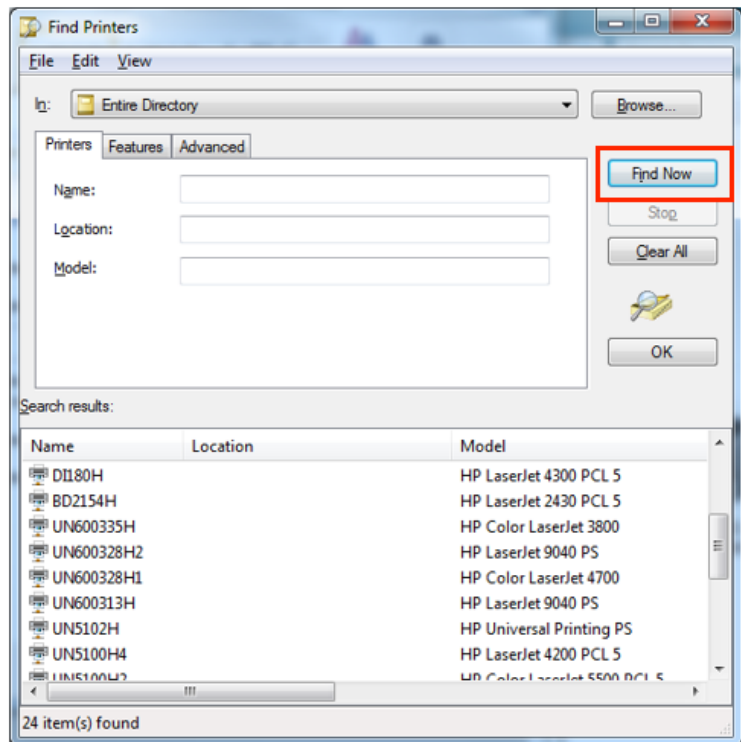If the printer you want to install is not listed, follow steps below:

1) Click on **The printer that I want isn't listed**
2) Click **Next**

3) Select **Find a printer in the directory, based on location or feature**
4) Click **Next**

5) Click **Find Now**

6) Click on your printer from the list
7) Click **OK**
8) Click **Next**
9) Click **Finish**