Deleting a Printer on a Windows 10 Computer

Step 1: Open Control Panel

Click on the Start menu and type in “Control”. The Start menu should begin showing you a list of related choices. Click on “Control Panel” from the list.

Step 2: View Devices and Printers

In the window that opens, click on “View devices and printers” under the category “Hardware and Sound”. Note: You may need to switch your view mode to “View by: Category” to see this.
Step 3: Remove the Printer

In the “Printers” section of the page that opens, find the network printer you would like to remove. **Right-click** on the printer’s icon and then choose **“Remove Device”**.