

## Printer Installation Instructions

To install a printer, please click on the following link:

Note: Must use **Internet Explorer**

<http://printing.pisd.edu/>

1. On that webpage, find the column containing your site name. Click on the printer icon at the top of the column.
2. A page will launch showing all of the printers in your building. Find the Host name for the printer you want to install in the first column and click on it.
3. On the page that comes up, under **Printer Actions** on the left, click on **Connect**.

V046RC104Y on printservice02.pisd.edu

Printer Queue: **Ready**    Waiting Time: 0  
Pending Documents: 0

**VIEW**

- [Document List](#)
- [Properties](#)
- [All Printers](#)

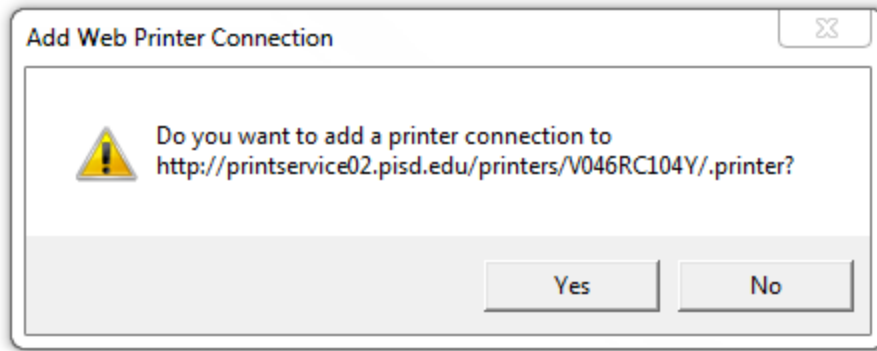
**PRINTER ACTIONS**

- [Pause](#)
- [Resume](#)
- [Cancel All Documents](#)
- [Connect](#)** ←

**DOCUMENT ACTIONS**

- [Pause](#)
- [Resume](#)
- [Cancel](#)

4. You will then get a message asking if you would like to install the printer:



Click Yes

5. The printer will install and you will see a message showing that the printer installed successfully.

If you get an error, please reboot the computer and try again.

If you have any questions, please call the helpdesk at x28767.

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