

Just picked up a new printer, or a new PC? We'll show you how to get them working together, quickly.

If you are installing a brand-new printer, your first step should be to follow the instructions included in the box. Typically those instructions will call for installing software and making connections in a specific sequence; doing otherwise can result in an incomplete or failed installation.

Before you begin the actual procedure, check the printer manufacturer's support site for the latest driver for your printer. Although the driver on the included disc will work, the printer maker likely issued an update or two since the disc was created. If you download a new driver, use it instead of the disc.

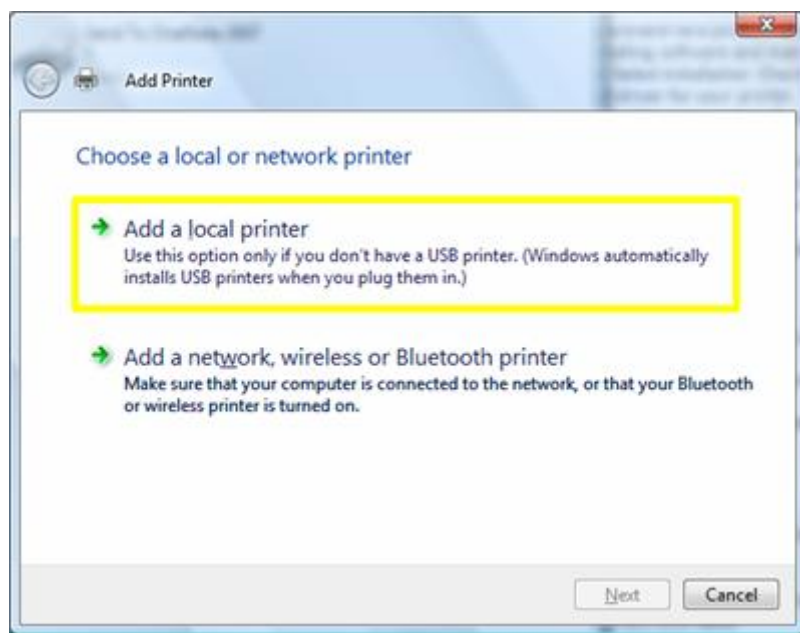
If you don't have any setup instructions or installation discs, you should still search your printer manufacturer's support site for drivers and an electronic version of the setup guide. If you can't find any drivers or instructions, and your printer connects via **USB**, simply plug the printer into your computer and allow either **Windows** or **OS X** to attempt to install a set of basic drivers.

Keep in mind that these basic drivers usually don't unlock all the capabilities of a given printer model; you'll likely need to install drivers from the printer manufacturer to obtain full functionality.

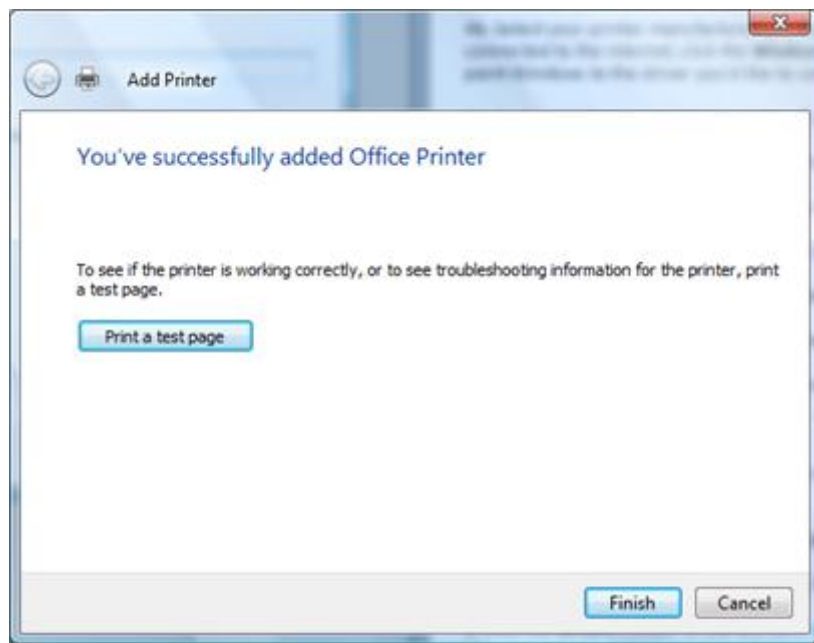
Adding a Printer: Windows

If your printer doesn't connect via USB, and you don't have setup instructions or drivers, follow these steps.

1. Turn off the **PC** and connect the printer. Power on both the PC and the printer.
2. In **Windows 7**, click **Start, Devices and Printers**. In Vista, click **Start, Control Panel, Hardware and Sound, Printers**.
3. Click **Add a printer**.
4. If the printer is physically connected to the **PC**, click **Add a local printer**. If the printer is connected wirelessly or over a network, skip to **Step 5**.



- 4a.** Select **Use an existing port**, and then choose your printer port from the drop-down list. The default **LPT1** selection is highly likely to be correct (if you use a printer with a parallel port yet, but maybe it will be better if you use an **USB** one....so, in this case, you'll choose **USB1** or **USB01** port). Click **Next**.
- 4b.** Select your printer manufacturer and model from the two lists. If your model is not listed and your system is connected to the Internet, click the **Windows Update** button. If you have a driver on a disk or **CD**, or if you downloaded a file, click **Have Disk...** to point Windows to the driver you want to use. Click **Next**.
- 4c.** Assign a custom name to your printer, if you want an easy way to identify it. Click **Next**.
- 4d.** If prompted, select a sharing option. If you are unsure what to do, select **Do not share this printer**. Click **Next**.
- 4e.** Click **Print a test page** to confirm a successful installation. Click **Finish**.

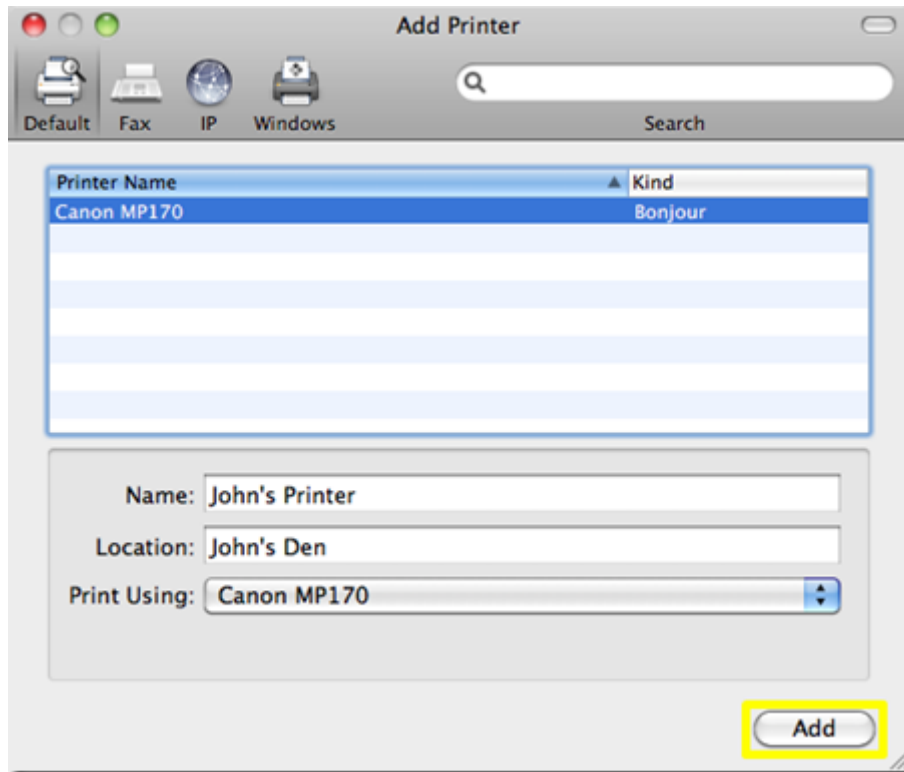


- 5.** If your printer is connected wirelessly or over a network, click **Add a network, wireless or Bluetooth printer**.
- 5a.** Select the printer you would like to install from the list. Click **Next**.
- 5b.** If prompted, click **Install driver**. Click **Next**.
- 5c.** Click **Print a test page** to confirm a successful installation. Click **Finish**.

Adding a Printer: OS X

If **OS X** doesn't automatically recognize your printer, and you don't have setup instructions or drivers, follow these steps.

1. Open **System Preferences**, and then open **Print & Fax**.
2. Click **+** (the plus sign) at the bottom of the Printers pane to add a printer.
3. Click the **Default** button. **OS X** will display a list of all available printers, both wired and wireless.



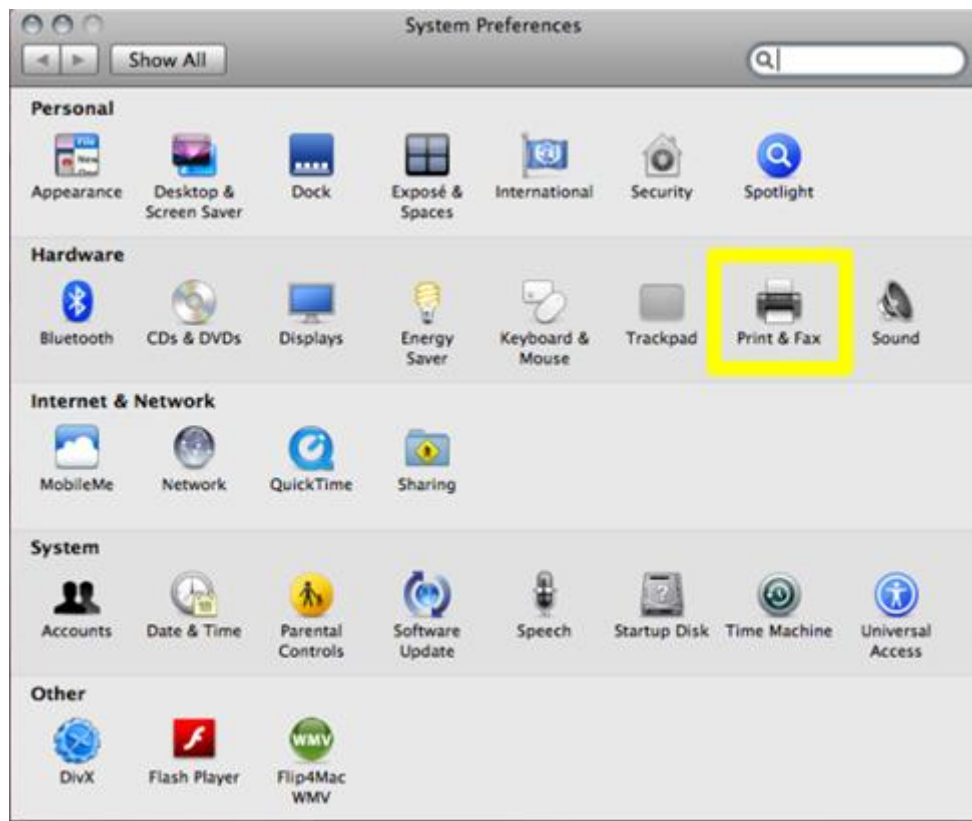
4. Select the printer you want to install. Click **Add**.

Removing a Printer: Windows

1. In **Windows 7**, click **Start, Devices and Printers**. In **Vista**, click **Start, Control Panel, Hardware and Sound, Printers**.
2. Right-click the printer you wish to remove. In **Windows 7**, click **Remove device**. In **Vista**, click **Delete**.

Removing a Printer: OS X

1. Open **System Preferences**, and then open **Print & Fax**.



2. Select the printer you want to remove from the **Printers** pane, and then click - (the minus sign).
3. Confirm that you want to remove the printer by clicking **Delete Printer**.