Install a Network Printer on a Windows 10 Computer

Overview:

Use the steps below to install a network printer on a Windows 10 computer. Please note these steps are for departments supported by ITS. If your department is not supported by ITS Deskside Support, view our list of [college and regional support contacts](#).

If you complete the following steps and do not see the network printer you want to add to your computer, [request network printer help](#).

How to install a Network Printer on a Windows 10 computer:

1. On the bottom left corner of the screen, click the Magnifying Glass next to the Start Menu. Type Install Printers and press Enter.
2. A window with a list of printers you have access to will appear. Scroll through the printer list and double-click the **Printer** you’d like to install.

![Printer list](image)

3. You may be asked for permission to install the driver. If so, select **Install Driver**.

![Install driver](image)

4. During the installation process, you may see a few different boxes appear. They are normal and do not require any action.

![Looking for a driver](image)
5. Once the printer is successfully installed, the print queue dialog box will appear. You may now print to the printer.