

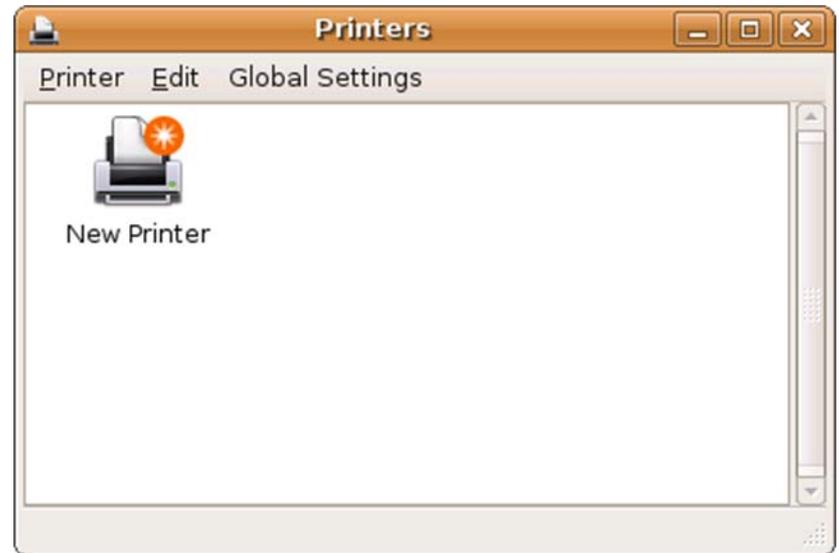
Setting Up a Network Printer

July 26, 2010

Open the Printers Window

We select System on the Ubuntu Menu bar and then Administration and finally we choose Printing. The printers window will appear on the desktop.

We select the New Printer icon to start the installation of the network printer.



Detecting the Printer

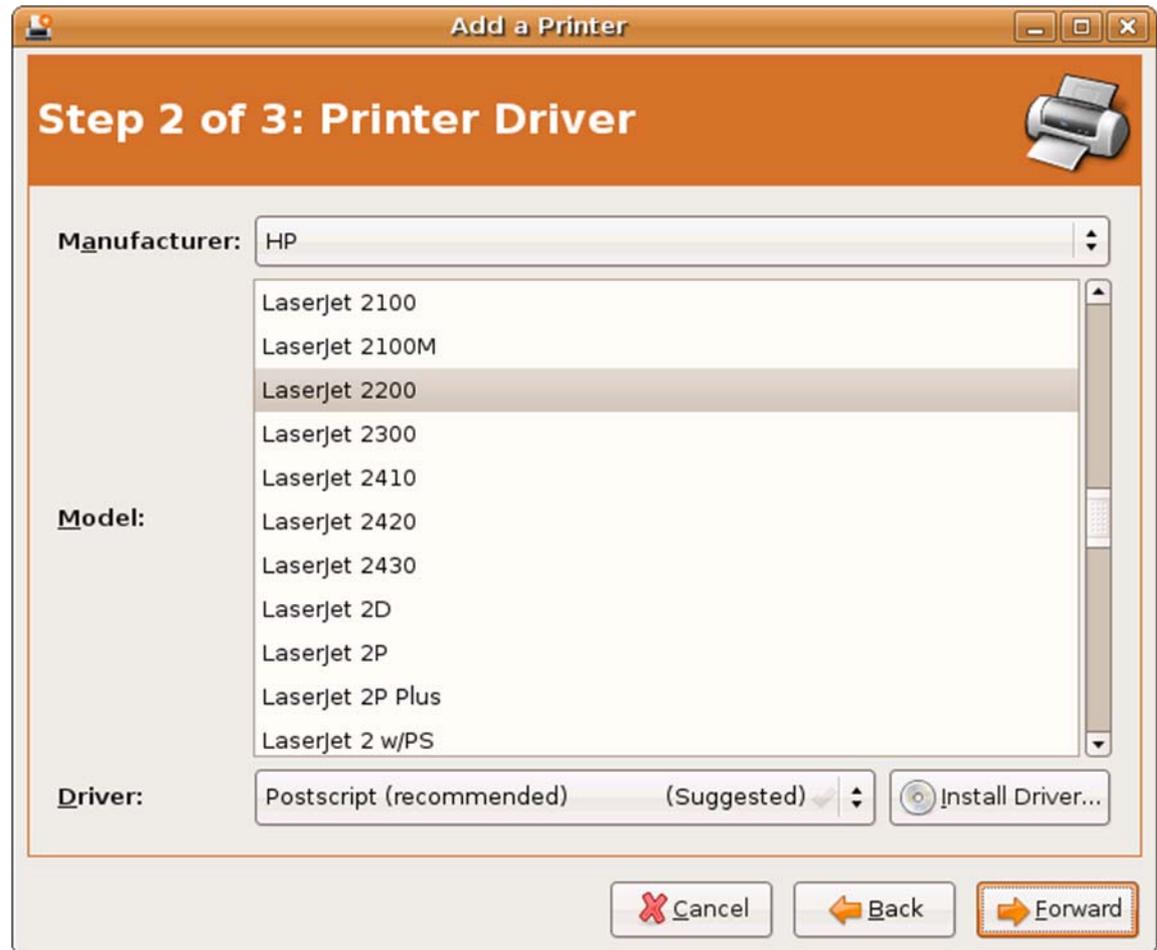
Step 1 of 3 will detect the network printer. We opted for the Local or Detected Printer and the HP LaserJet 2200 was found. We pick the Forward button to advance through the process.



Selecting the Printer Driver

The second window will give us the opportunity to choose the printer driver.

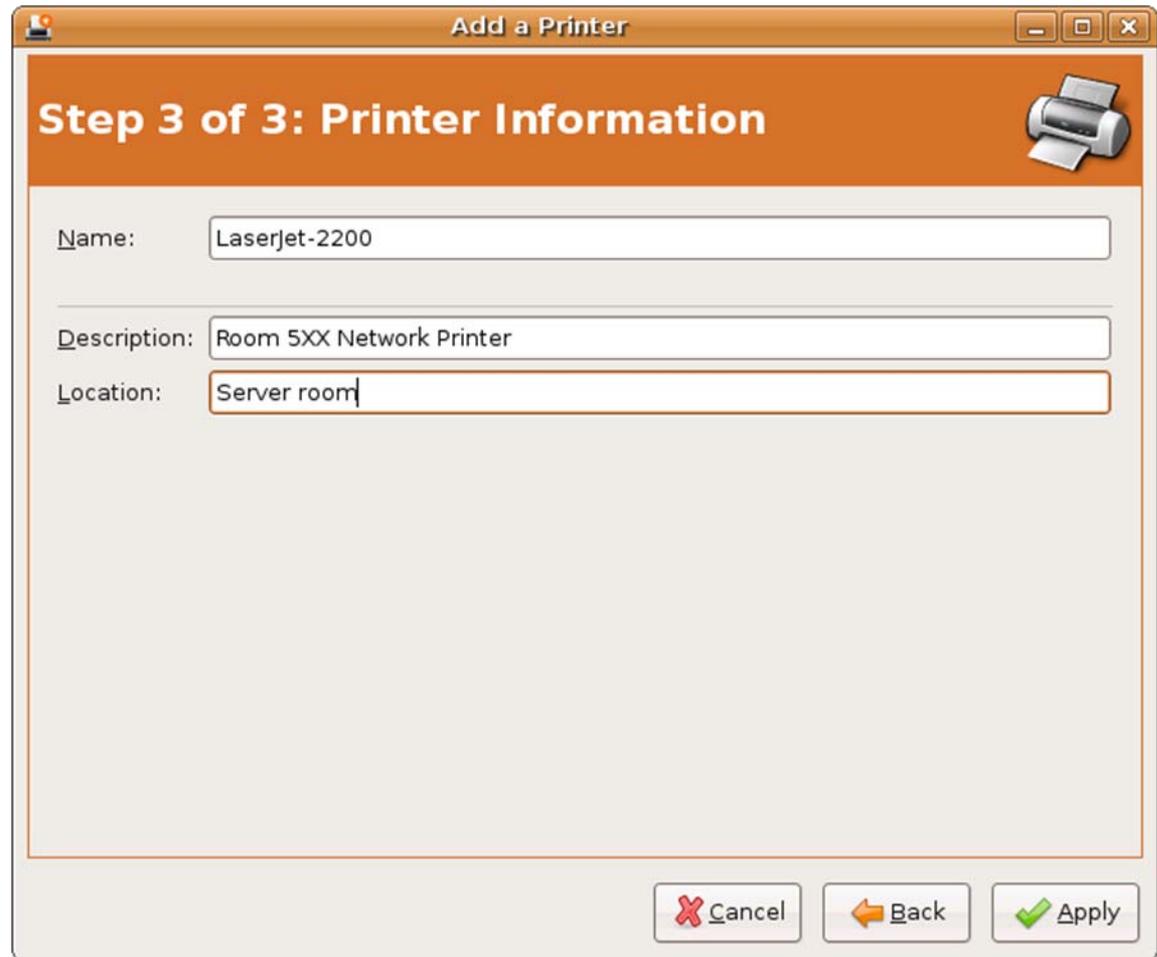
We pick the Forward button to continue.



Printer Information

In the third step, we add the printer's description and the location.

We press the Apply command button.



The screenshot shows a window titled "Add a Printer" with a sub-header "Step 3 of 3: Printer Information". The window contains three text input fields:

- Name:** Laserjet-2200
- Description:** Room 5XX Network Printer
- Location:** Server room

At the bottom of the window, there are three buttons: "Cancel" (with a red X icon), "Back" (with a left arrow icon), and "Apply" (with a green checkmark icon). The "Apply" button is highlighted with a green border.

Printer Properties Window

In the Printer Properties window, we can print a test page, change the driver, the connection or paper. When we initially add a printer, we will always test the setup by printing a test page. After successfully completing the installation, we close the properties window.

