Adding the new Xerox network printers – MS Windows.

A listing of the new printers appears on the last page.



The "Windows" key is found between the Control and the Alt key on the keyboard. Treat it like the Shift key.

1. Press the "Windows" key and the "r" key at the same time to open a "Run" dialog box.	Image: Run internet a program, folder, document, or Internet resource, and Windows will open it for you. Image: Compense internet and the second
2. In the Run dialog box type "\\cpx.csunet.csuohio.edu" and then click on the "OK" button.	Image: Run internet intern
3. A windows will open showing you all the printers available on campus.	Image: Share View File Home Share View Image: Share View Image: Share Image: Share Image: Share View Image: Share Image: Share Image: Share Image: Share Image: Share Image: Share Image: Share Image: Share<

4. Scroll down until you see printers with names beginning with the letters "UR" for Urban Building.	Image: Construction of the state of th
5. Double-click on the printer you wish to add. Printer drives will be installed as part of this process. This may take a little bit of time to complete.	Image: Share View Image: View View View <td< td=""></td<>
6. When the driver installation is finished a window will open showing the print queue for the printer you just added. You may close this window and start using the printer, or repeat the steps 4 and 5 to add additional printers.	Image: Status Owner Pages Size Submitted Cocument Name Status Owner Pages Size Submitted

Xerox network printers in the irban building. Printer names start with the room number of the printer's location followed by the Xerox model number. A "C" in the model number indicates a color printer and a "B" in the model number indicates black only.

All the new printers are able to print duples. The printers are able to access CSU's address book to look up email addresses.

ur26-C8145 ur40-C400 ur39-B600 ur129-C8145 ur205-C400 ur208-B400 ur218-C8145 ur226-B8055 ur244-B8055 ur323a-B400 ur327i-C8145 ur342-C8145 ur357-B8055