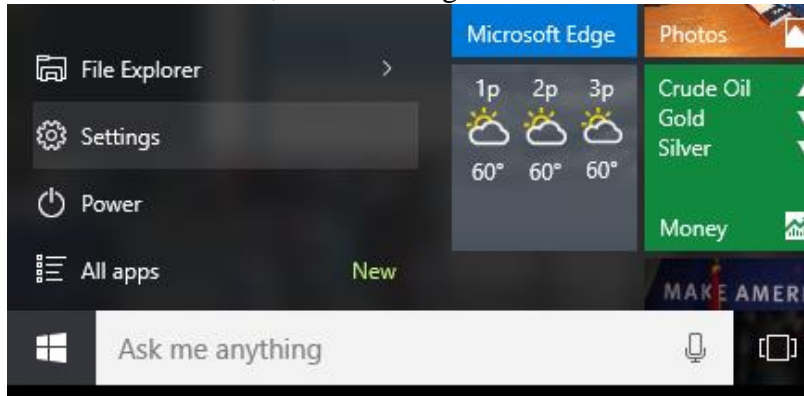**==ACER==** **computers**
A browser must be open and connected through Jeffco's network
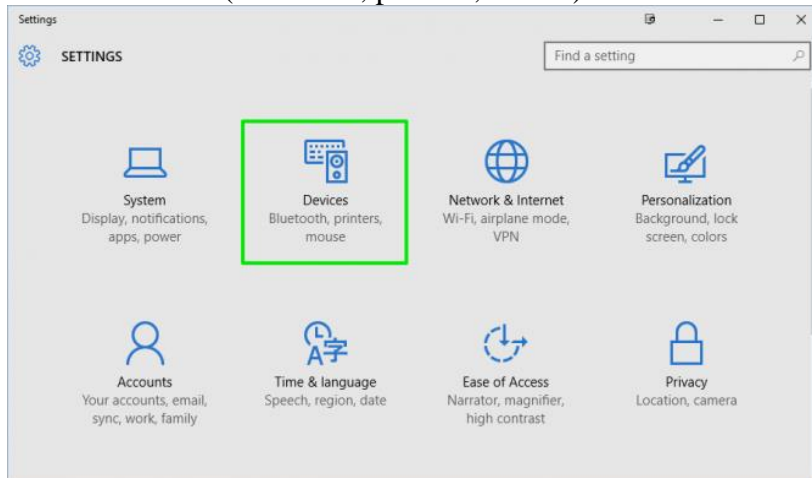**How to set up network printing over WI-FI**

Windows 10

1. From the Start menu, select Settings.

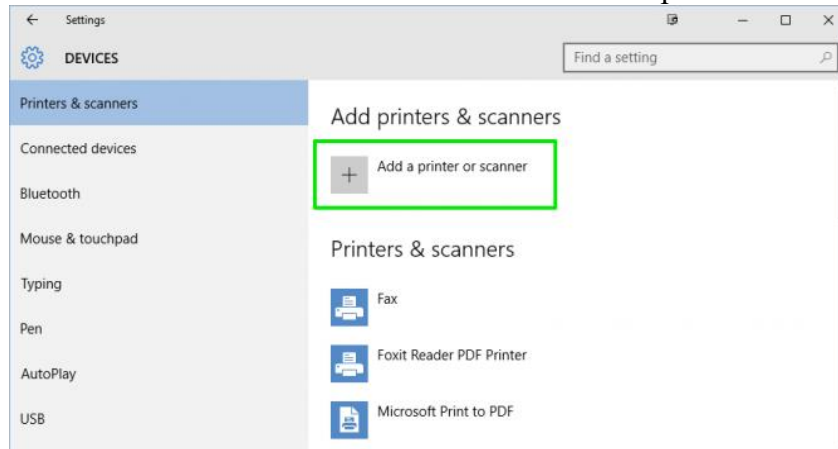2. Click on Device (Bluetooth, printers, mouse).

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3. Select the "Printers & scanners" tab. Click "Add a printer or scanner."

4. It will not find the printer so click "The printer that I want isn't listed."
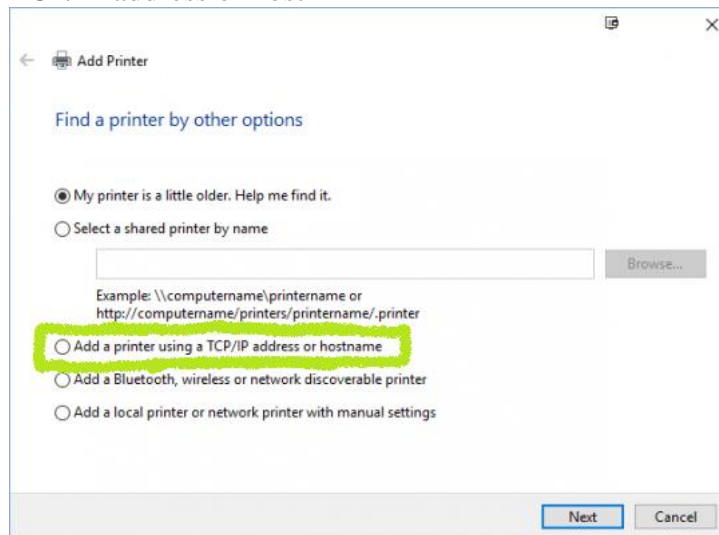
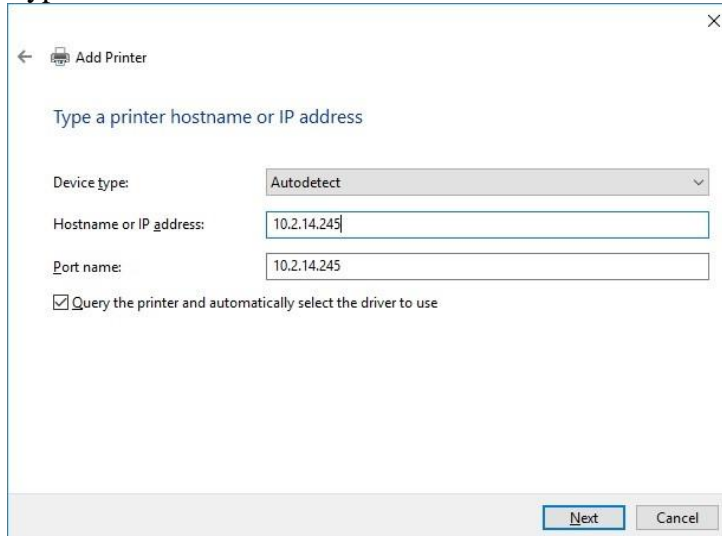5. "Find a printer by other options" box will appear and select "Add a printer using TCP/IP address or hostname."

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6. Type in the IP address **10.2.14.245** and click Next.
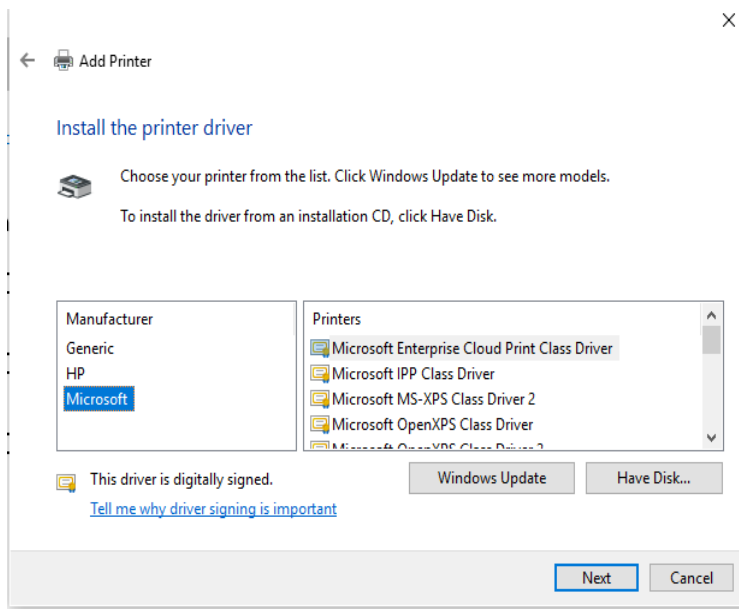
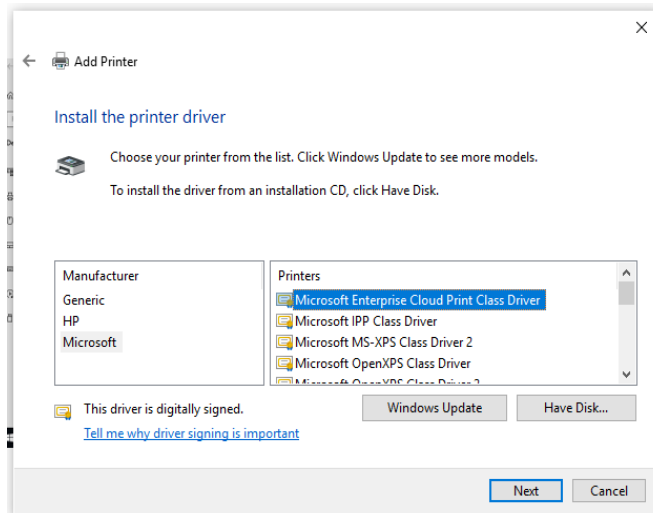However, you may have to find the required driver in a list.
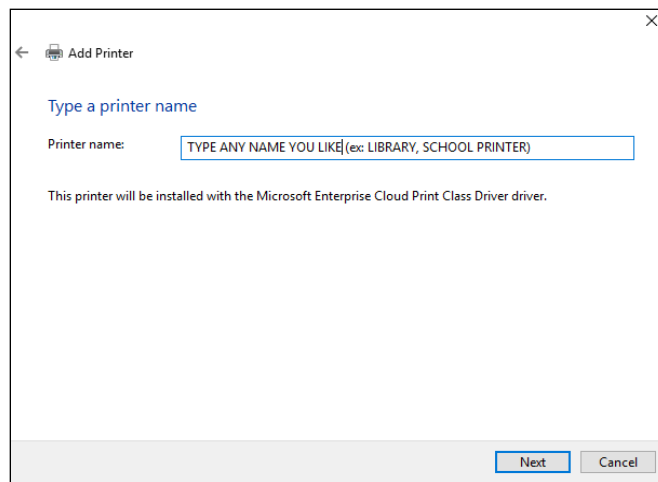
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Find and select "**Microsoft PCL6 Class Driver**."

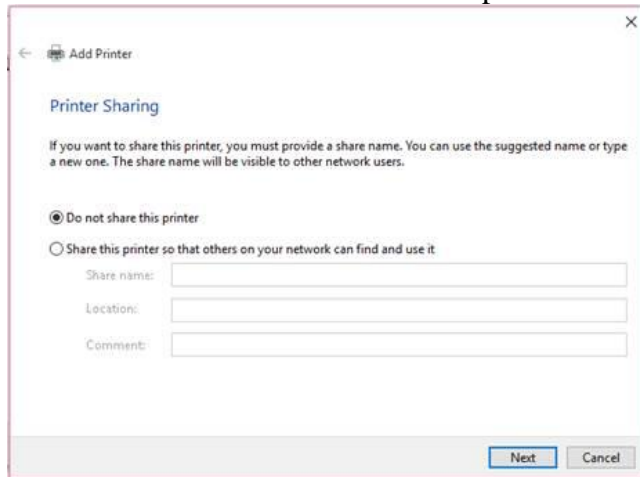7. Choose and enter any name for the printer.

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8. Hit next and click "Do not share this printer."

9. "Print a Test Page" to confirm it is configured correctly. Then finish.

*Make sure you're connected to the Wi-Fi if the 1st print test doesn't work.