


Printer installation

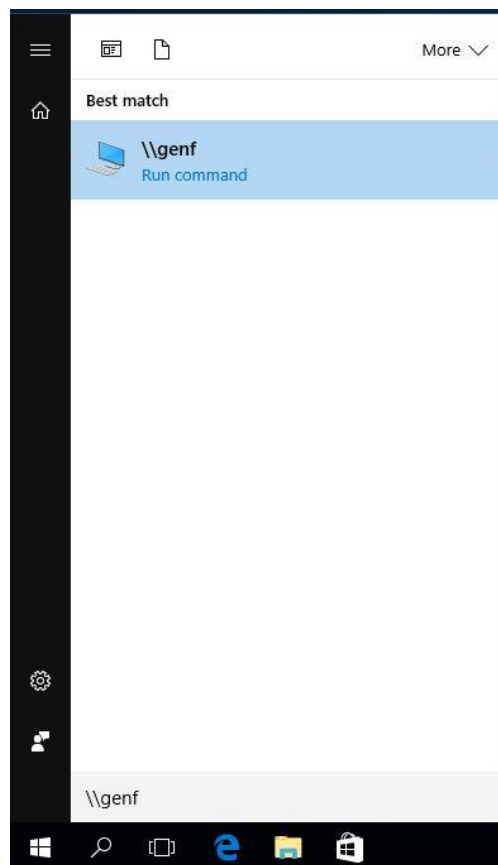
General:

Standard printers (Color and black / white copiers - devices for which you have to register with the employee / student card) were automatically installed when you log on to an Windows based FH computer.

Non standard printers (Office printer or lab printers) can be installed manually.

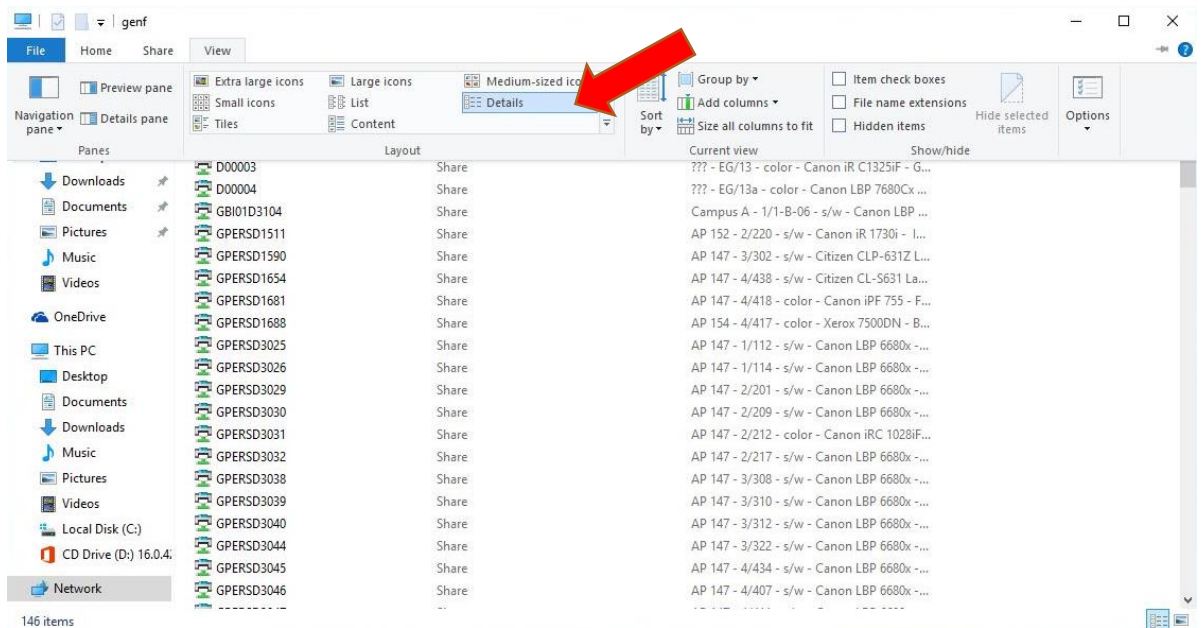
Printer install:

- 1.) Click on the Windows Icon  and write the name of the printserver (\\printservername) into the input bar:



- | | | |
|-----------------------------|-----|--|
| \\genf | --- | Printserver for employees in Graz |
| \\rijeka | --- | Printserver for copier and lab printer in Graz |
| \\barcelona | --- | Printserver Bad Gleichenberg |
| \\sevilla | --- | Printserver Kapfenberg |

- 2.) You will get a list of all printers available on this server. When you click on the "Details" view, the location of the device is shown in the comment column:



Name meaning:

GR_Kopierer_Color -> Graz_copier_color

GR_Kopierer_SW -> Graz_copier_black/white

BPERSDXXXX -> Bad Gleichenberg_employee printer_number

KEL01DXXXX -> Kapfenberg_EDV lab 1 printer_number

- 3.) To install the printer double click on it:

