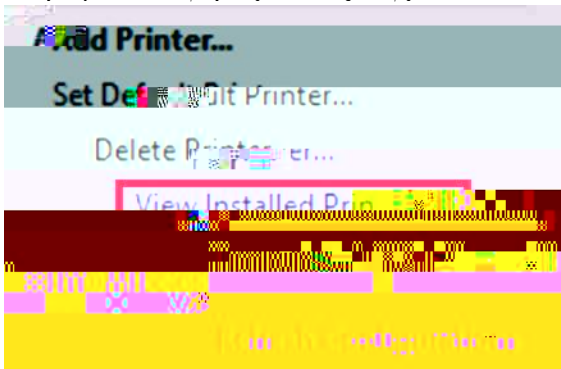


## PrinterLogic – View Installed Printers

⌘ In the far-left bottom corner of your task bar, click the Up arrow, then RIGHT-click on the printer icon.



Step 2) Click  $\text{e}_{\text{R}}\hat{\text{J}}\beta \text{ f}_{\text{U}}'\text{YH}\check{\text{u}}\hat{\text{J}}\text{ } | \text{ } \ddot{\text{A}}'\text{e}_{\text{R}}\text{U}_{\text{H}}\hat{\text{J}}'\text{e}'\text{Y}$



ËHË This will show every printer you have installed, if its online, and where it is located.

| Model                      | Name                             | Documents               | Status                                    | Comments                | Location             |
|----------------------------|----------------------------------|-------------------------|-------------------------------------------|-------------------------|----------------------|
| HD 1 scarlet 2430 DC16 C1s | Hewlett-Packard hp Laserjet 2430 |                         | Offline                                   |                         |                      |
| Staff Printer              | IF Student Services              | Lexmark Universal v2 XL | WD-A11004-R1                              |                         | Ready                |
|                            | IF Student Services              | Lexmark Universal v2 XL | WD-A12500+PR001 on hnodev-vivex30\stud... |                         | Offline              |
| hnodev-vivex30\stud...     | Ready                            | Student Printer         | 2E Library                                | Lexmark Universal v2 XL | WD-A12504-R1         |
| XL                         | WD-A12504-R1                     | Ready                   | Staff Printer                             | 3F Nursing Office       | Lexmark Universal v2 |
| VI                         | WD-A12504-R1                     | Ready                   | Staff Printer                             | 2E Book Room            | Lexmark Universal v2 |