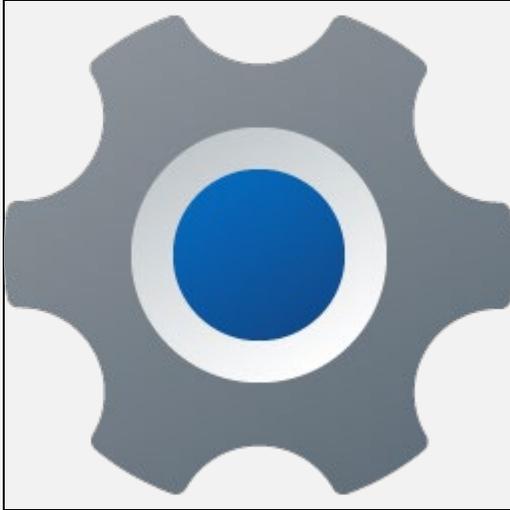## Introduction

Visit Technology.freemansd.org for more tutorials and information. In order to print to Canon printers around the district you must follow the steps below.   If you currently have a Ricoh printer installed, you must remove the Ricoh printer first and then add the Canon printer to successfully print.
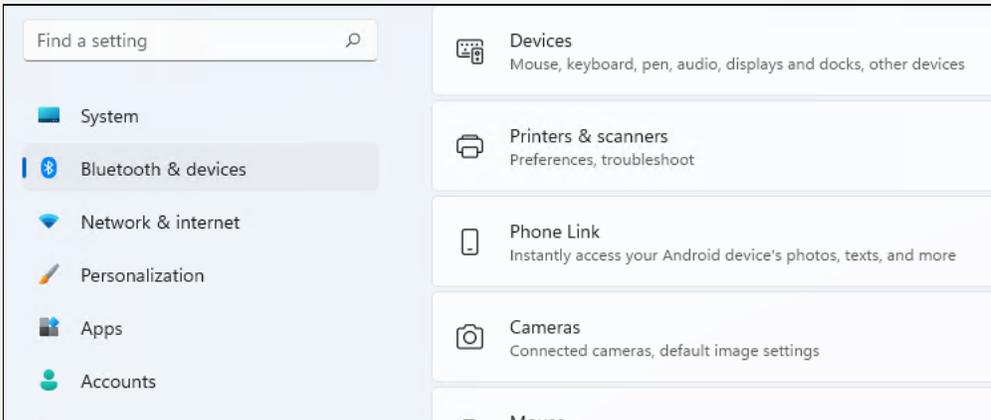

STEP 1

Open the 'Settings' cog on the start menu.

Settings Icon:

STEP 2

Settings Menu

Select 'Bluetooth & Devices' on the left side

Select 'Printers & Scanners' on the right side.

FSDIT
Freeman School District
Information Technology

Bluetooth & devices › Printers & scanners

Add a printer or scanner	Add device

🖨 Adobe PDF	›
🖨 Adobe PDF (redirected 2)	›
🖨 DO-Payroll-HP406 on fsd-print (redirected 2)	›
🖨 DYMO LabelWriter 450 (redirected 2)	›
🖨 Fax	›
🖨 Fax (redirected 2)	›
🖨 FES-Storage-Canon5840 on FSD-PRINT.freeman.wednet.edu	›

STEP 3

Press the blue 'Add Device' in the right corner.

Bluetooth & devices › Printers & scanners

Add a printer or scanner	Refresh ^

| 🖨 FES-Sweeney-Canon6160
Printer | Add device |
| 🖨 FMS-Portable-LexmarkT630-BW on FSD-PRINT
Printer | Add device |
| 🖨 FHS-Students-Ricoh301 on FSD-PRINT
Printer | Add device |
| 🖨 FHS-Lockerroom-HP2430 on FSD-PRINT
Printer | Add device |
| 🖨 FHS-BusinessED-HP479 on FSD-PRINT
Printer | Add device |
| 🖨 FHS-BusinessED-HP452-Color on FSD-PRINT
Printer | Add device |
| 🖨 FHS-Library-HP402 on FSD-PRINT
Printer | Add device |
| 🖨 FES-Sweeney-Canon6160 on FSD-PRINT
Printer | Add device |
| 🖨 FHS-Admin-Canon5860 on FSD-PRINT
Printer | Add device |
| 🖨 FHS-Soars-Ricoh3055 on FSD-PRINT
Printer | Add device |
| 🖨 FHS-Workroom-Canon6860 on FSD-PRINT
Printer | Add device |

STEP 4

Press the blue 'Add Device' in the right corner.

List of Printers will appear, select the specified printer to print to and select 'Add Device'

You can now successfully print to the specified printer.