Printer Setup: Windows 7

The following instructions assume you are connected to the Brown University network via wireless (Brown, Brown-Guest, or eduroam).

Available Printers

<table>
<thead>
<tr>
<th>Printer</th>
<th>Hostname</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>11th Floor Copier</td>
<td>icerm-copier.devices.brown.edu</td>
<td>Behind the reception desk on the 11th floor</td>
</tr>
<tr>
<td>10th Floor Laserjet A</td>
<td>icerm-ljp4015a.devices.brown.edu</td>
<td>10th Floor Print Room</td>
</tr>
<tr>
<td>10th Floor Laserjet B</td>
<td>icerm-ljp4015b.devices.brown.edu</td>
<td>10th Floor Print Room</td>
</tr>
</tbody>
</table>

Setup Instructions

1. Open the **Control Panel** and navigate to the **Devices and Printers** window.

2. Click “**Add a printer**” at the top of the window.
3. In the Add Printer dialog, select “Add a network, wireless or Bluetooth printer”.

4. Select “The printer that I want wasn’t listed”.

https://wiki.icerm.brown.edu/printing:windows7

Printed on 2020/01/22 00:16
5. In the **Hostname or IP Address** box, enter the printer’s device address for the printer you wish to add.

   - 11th Floor Copier: icerm-copier.devices.brown.edu
   - 10th Floor LaserJet A: icerm-ljp4015a.devices.brown.edu
   - 10th Floor LaserJet B: icerm-ljp4015b.devices.brown.edu
6. Click **next** and Windows should automatically detect the printer.

7. If prompted, you may need to select the printer make and model.
   - For the 11th Floor Copier, select **Canon → Canon iR 5055/5065**.
   - For the 10th Floor LaserJets, select **HP → HP LaserJet P4015**.

8. Give the printer a name.

9. If prompted, choose “**Do not share this printer**”.

10. At this point, Windows should tell you the printer was added successfully. If you wish, print a test page, then click “**finish**”.

**Notes About Printing**

- All ICERM printers support duplex (double-sided) printing.
- The ICERM printers use **US LETTER/LTR 8.5×11** sized paper. Please choose this paper size when installing a printer or printing a document.

*If you have questions about these instructions or require further assistance, please contact the ICERM IT staff by dropping by the administrative offices or emailing support@icerm.brown.edu.*