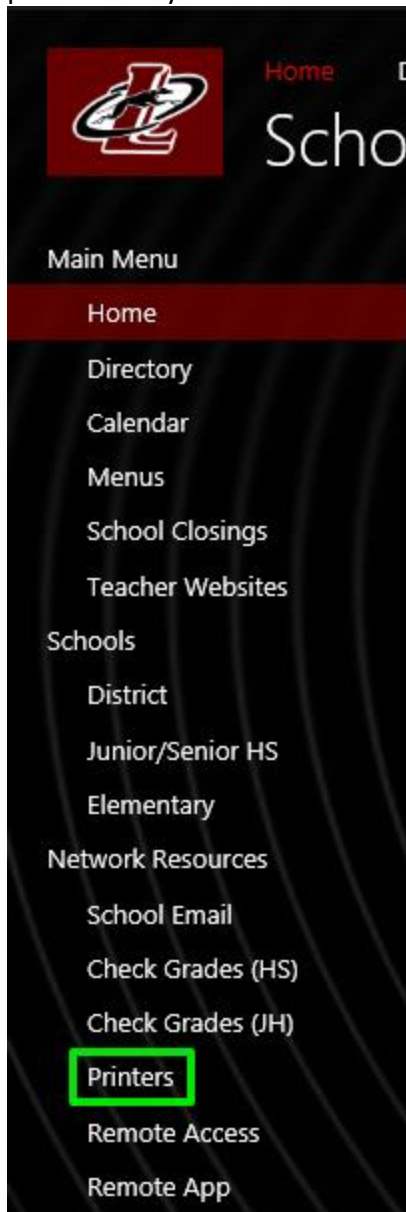


# Loading Printers

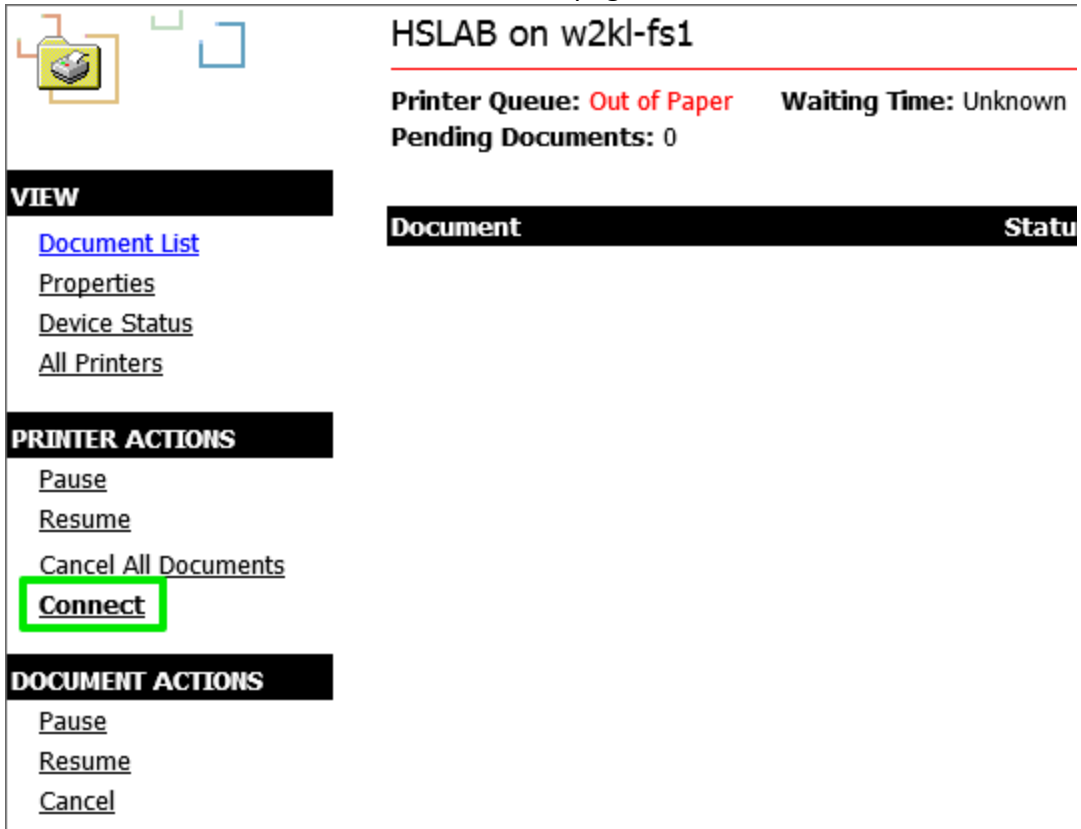
**\*\*This only works inside the building\*\***

1. Click on "Printers" in the Quick Launch on the website homepage and then click on the printer that you want to load



<b>Name</b>
<u>BANNER</u>
<u>BOOKKEEPING-COPY</u>
<u>BUSED</u>
<u>CAD</u>
<u>COPYROOM-1</u>
<u>COPYROOM-2</u>
<u>DUNGEON</u>
<u>ELEM-LOUNGE</u>
<u>ELEMLAB</u>
<u>ELEMLIB</u>
<u>ELEMLIB-COLOR</u>
<u>ELEMLOWER</u>
<u>ELEMOFF-COPY</u>
<u>ELEMOFF-PRINTER</u>
<u>HSLAB</u>
<u>HSLIB-COPY</u>
<u>HSLIB-PRINTER</u>
<u>HSLOUNGE</u>
<u>HSOFF-COPY</u>
<u>HSOFF-PRINTER</u>
<u>JHHALL</u>
<u>SPECED</u>

- Click "Connect" on the left hand side of the page



HSLAB on w2kl-fs1

Printer Queue: **Out of Paper**    Waiting Time: Unknown  
Pending Documents: 0

**VIEW**

- [Document List](#)
- [Properties](#)
- [Device Status](#)
- [All Printers](#)

**PRINTER ACTIONS**

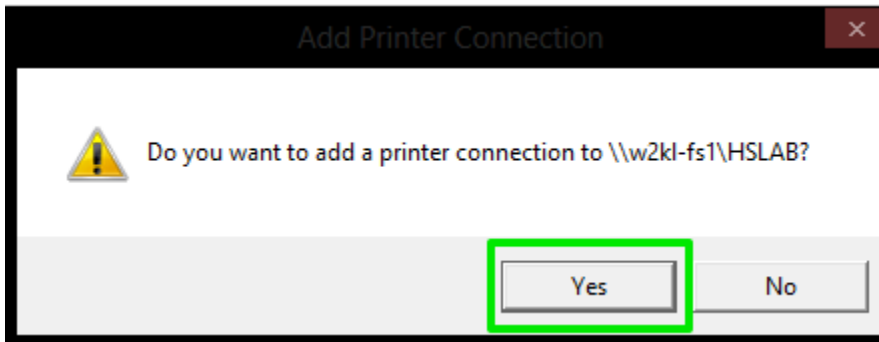
- [Pause](#)
- [Resume](#)
- [Cancel All Documents](#)
- [Connect](#)**

**DOCUMENT ACTIONS**

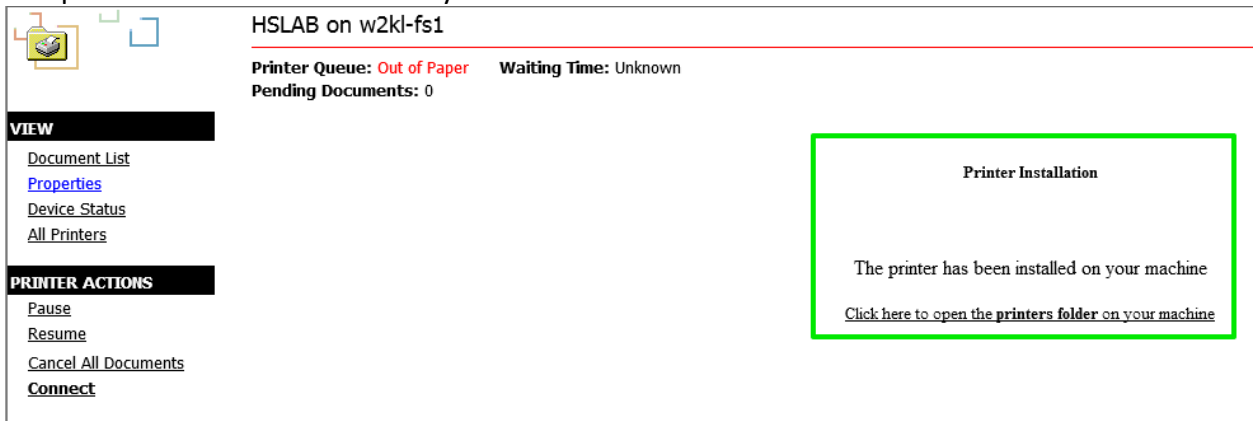
- [Pause](#)
- [Resume](#)
- [Cancel](#)

Document	Statu
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- Click "Yes"



- The printer has been installed on your machine



HSLAB on w2kl-fs1

Printer Queue: **Out of Paper**    Waiting Time: Unknown  
Pending Documents: 0

**VIEW**

- [Document List](#)
- [Properties](#)
- [Device Status](#)
- [All Printers](#)

**PRINTER ACTIONS**

- [Pause](#)
- [Resume](#)
- [Cancel All Documents](#)
- [Connect](#)**

**Printer Installation**

The printer has been installed on your machine

[Click here to open the printers folder on your machine](#)