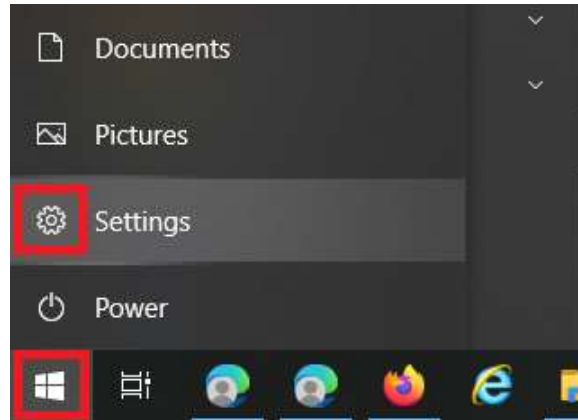
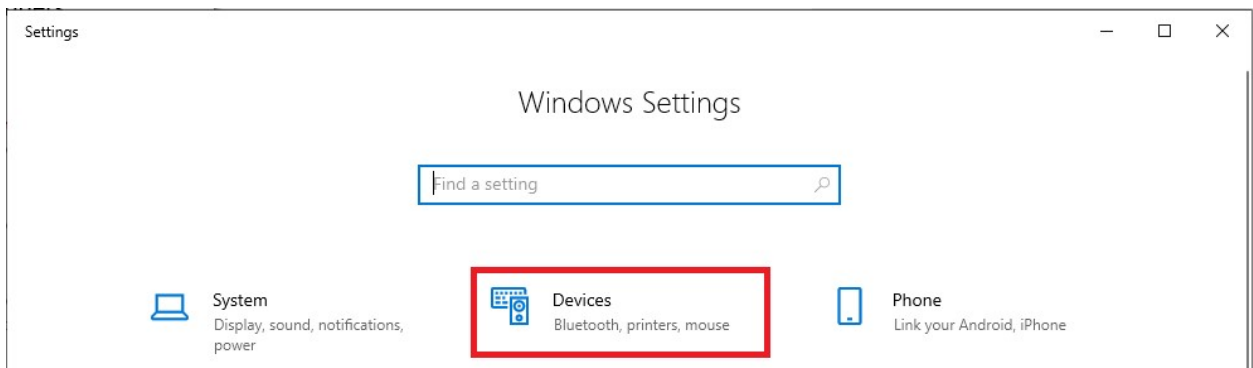


## Adding A Cloud Printer

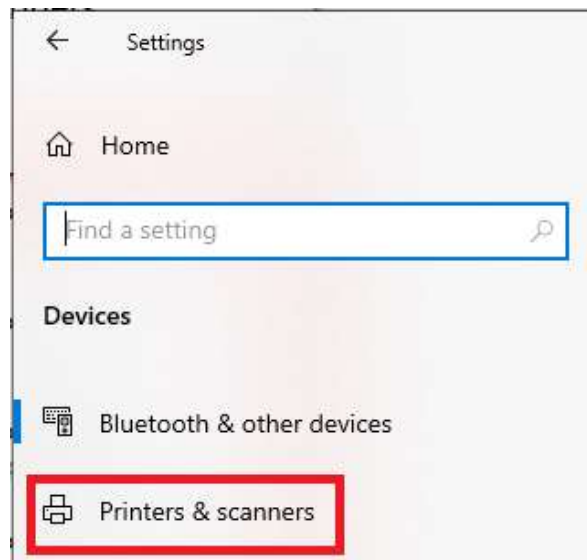
1. Click on the start button, then settings.



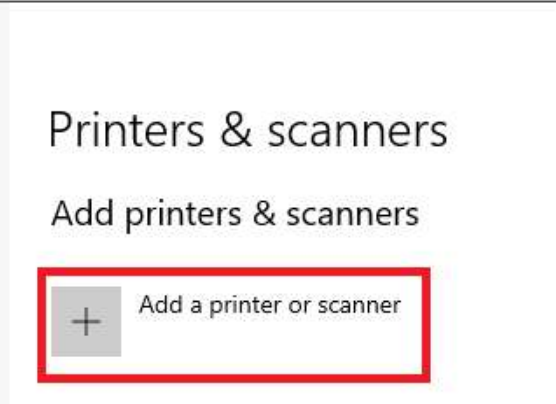
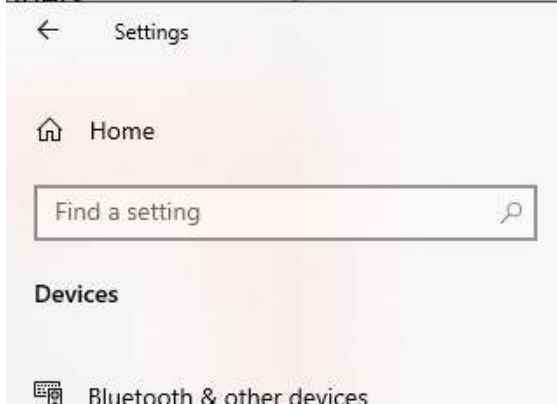
2. Click on "Devices".



3. Click "Printers and Scanners" on the left.



4. Click the “Add a printer or scanner” button.



5. After a few seconds, a drop down should appear under “Refresh”. Make sure that says “Work or school printer & scanner”. You should then see the list of all the copiers. Click on the one you want to add, then click on “Add Device”.

