Adding public printers on Windows 7 or 8

1. Verify that the laptop is connected to the StoutSecure network
2. Click on the ‘Start’ button and type \libprint in the search box

3. You may be prompted for username and password. Enter username@uwstout.edu (not username@MY uwstout.edu) and check the box to remember password
4. This will open a connection to the libprint server where you can select printers

5. Double-click the printer that you wish to add, then WAIT! It may take more than a minute before you get any indication that the driver is installing

6. When the driver is installed, the printer queue will open