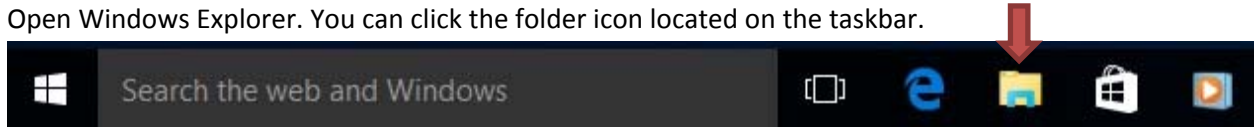
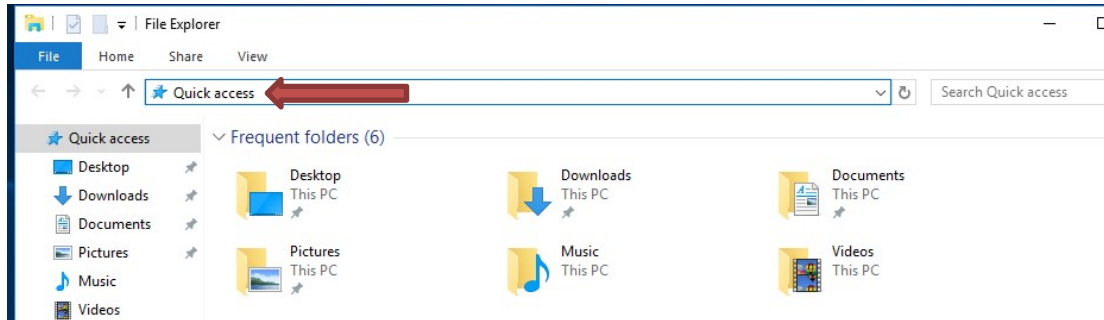


Installing Network Printers in Windows 10

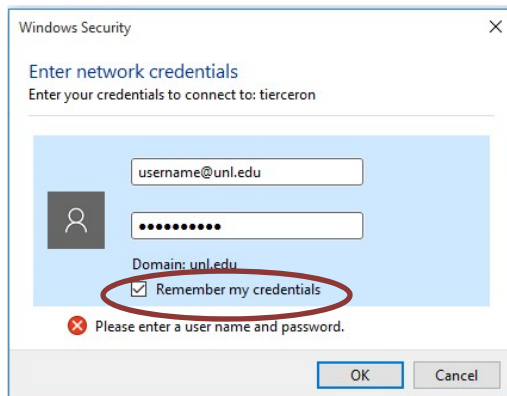
- 1.) Open Windows Explorer. You can click the folder icon located on the taskbar.



- 2.) Type `\\tierceron` where it says "Quick access" to get the list of printers. You will see the box below to authenticate to the server. Enter your "My.UNL ID" username name with "@unl.edu" on the end. Enter your "My.UNL ID" password. Check the box to "remember my credentials."

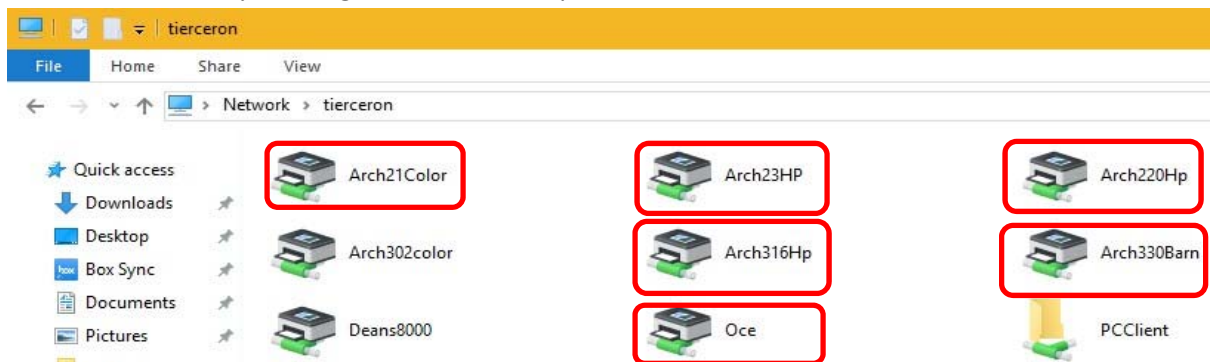


- 3.)



- 4.) Once you have been authenticated to the server you can double-click any of the circled printers below to begin installing the printer. When it is done, double-click the next one to add it.

NOTE: Students only have rights to the circled printers.



- 5.) If you are unable to access the print server it probably means you need to be added to a Active Directory group that gives you permission to print. You can fill out this form to request access. <http://go.unl.edu/583o> or scan the QR code below to open the form on your Smart phone.

