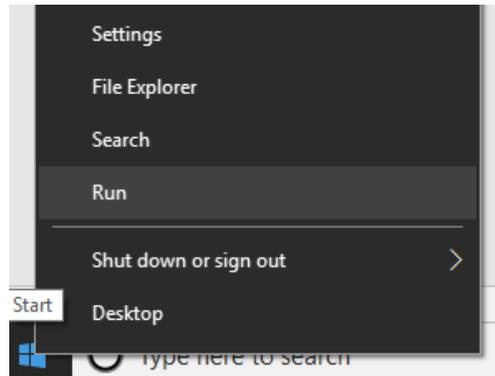
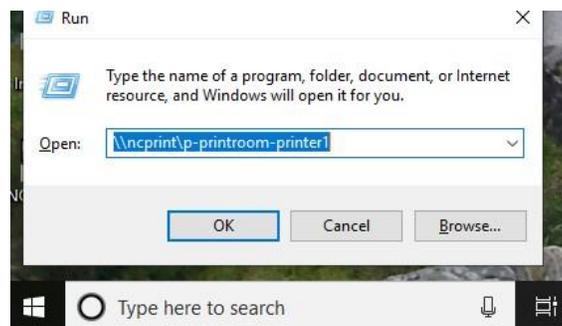


One Minute Guides – Adding Printers

1. Right click on the Windows button in the bottom left-hand corner of your screen and click RUN



2. Enter the printer path ([\\ncprint\p-printroom-printer1](#)) or printer2. For library printers enter [\\ncprint\p-lrc\printer1](#)) or printer2



3. When a prompt appears, enter your college credentials (same as blackboard). Type in your username and password using **sigma** as a prefix. Click the **Remember my Credentials** checkbox and press the **Enter** key.

