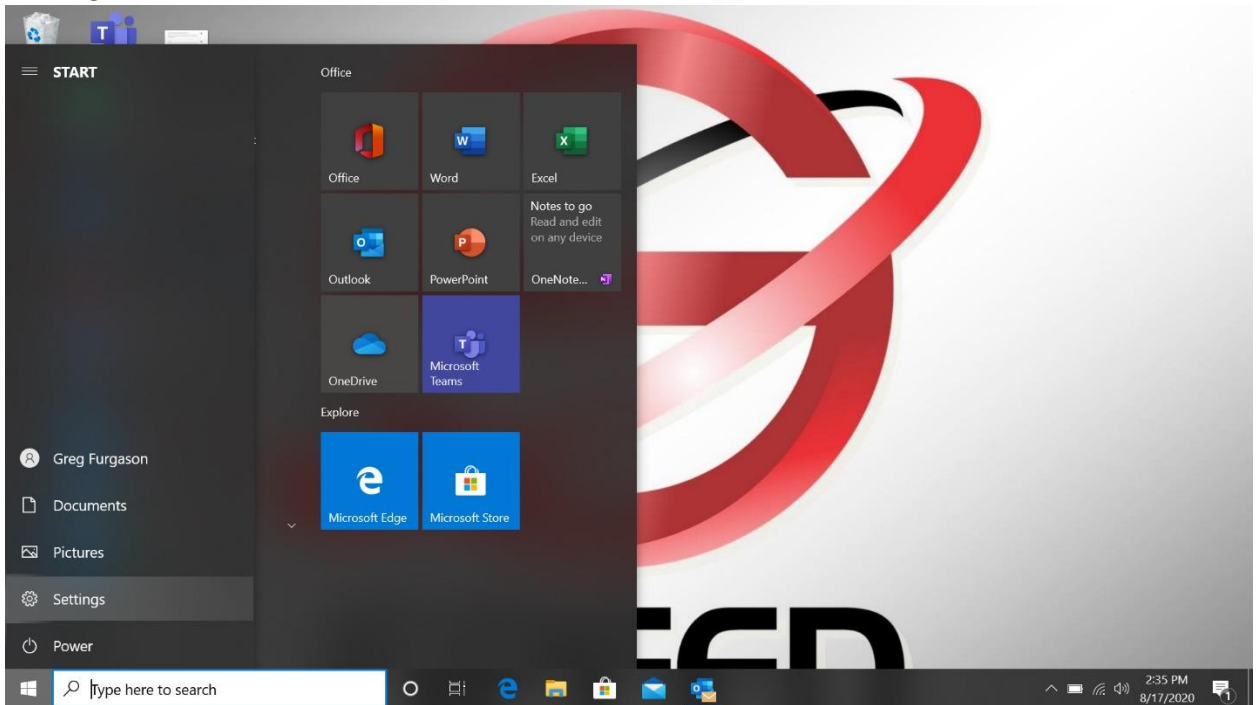
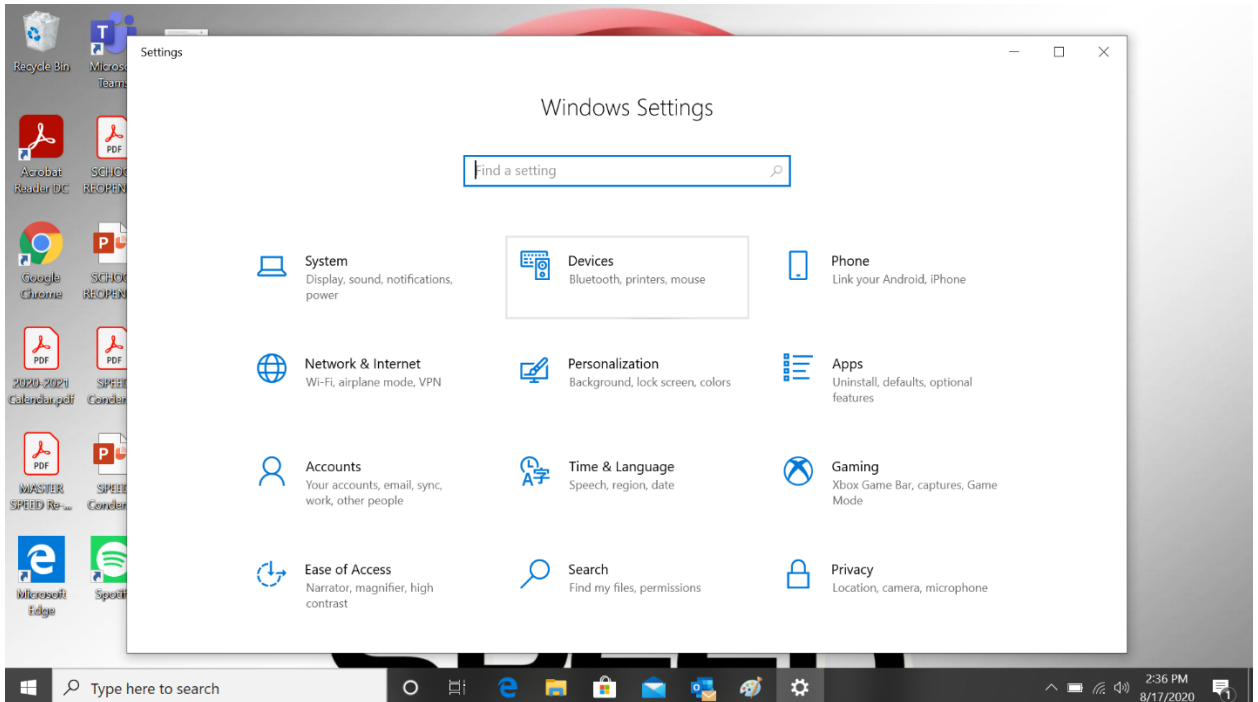


# Adding the Canon Copier to your Printers

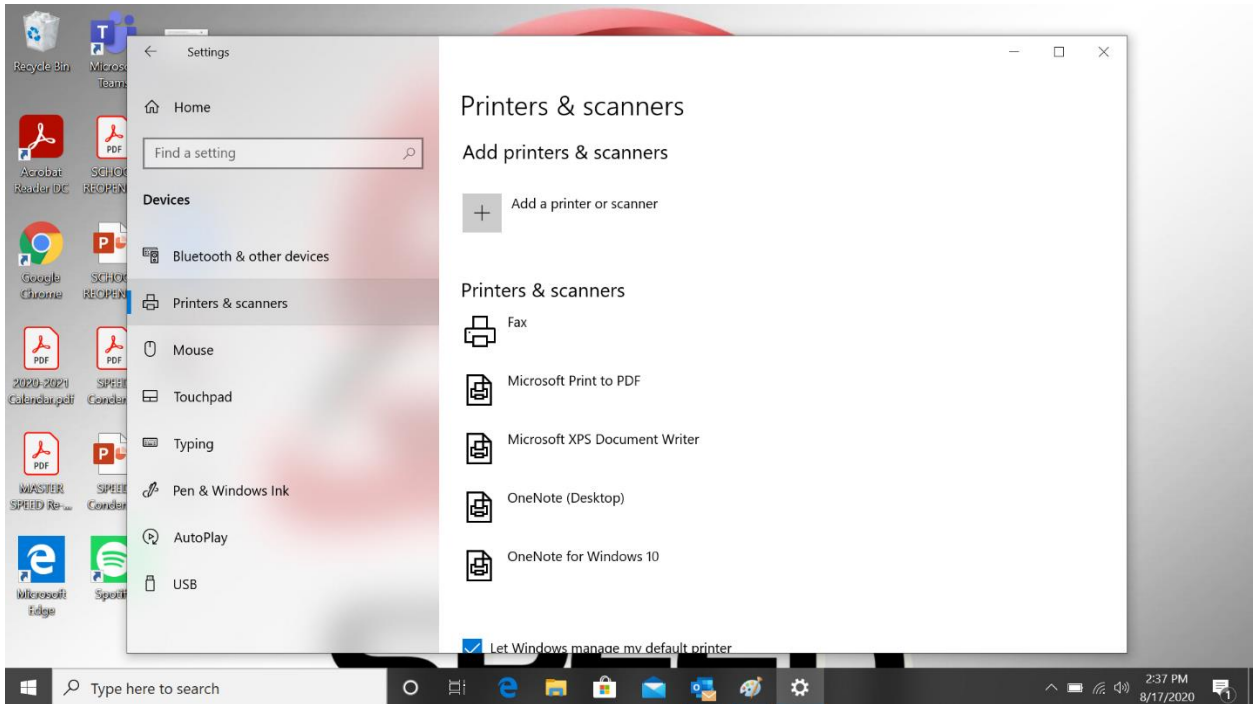
1. Click on the Windows Start button in the bottom left hand corner of your screen and select "Settings."



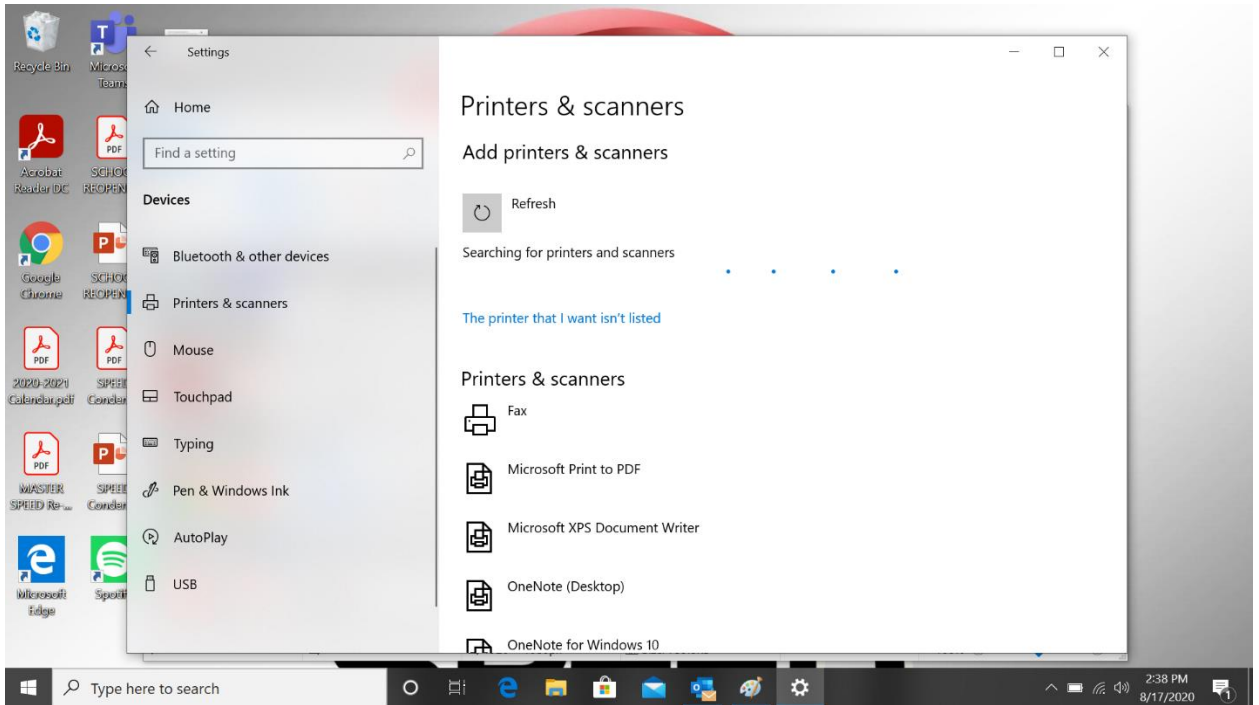
2. In the Settings Window click on Devices.



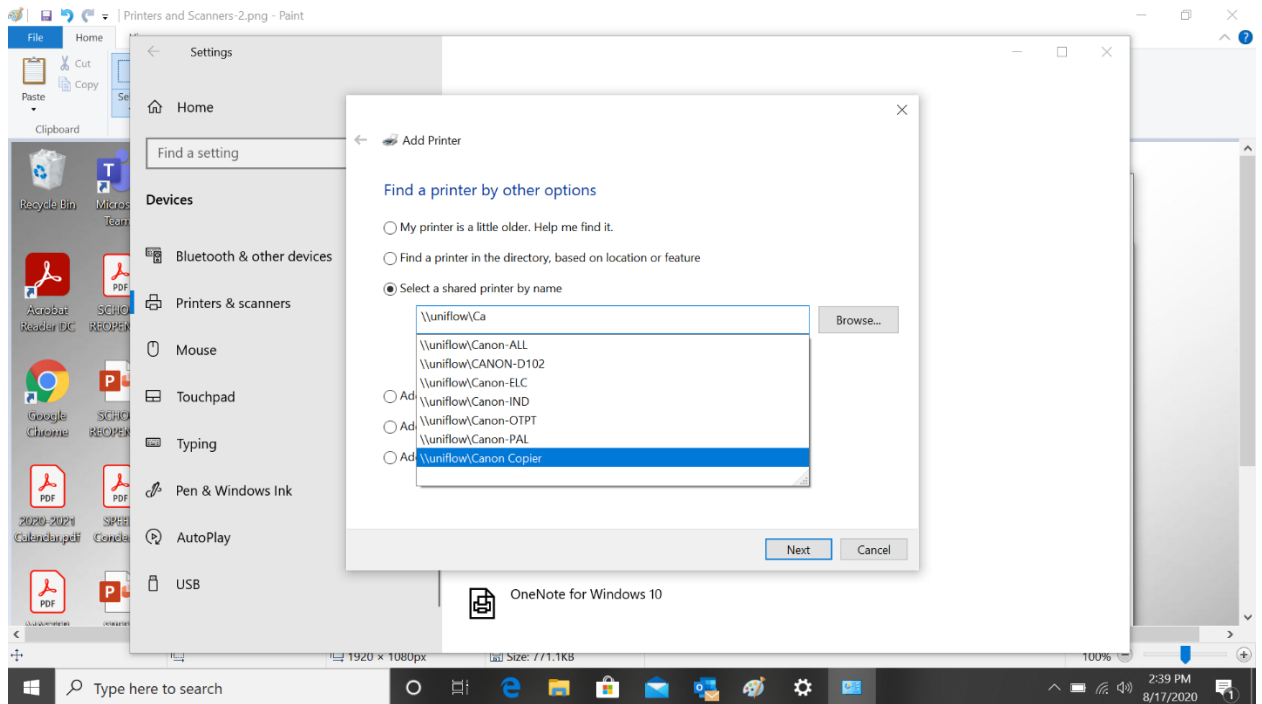
3. In the Devices Window select “Printers & Scanners”



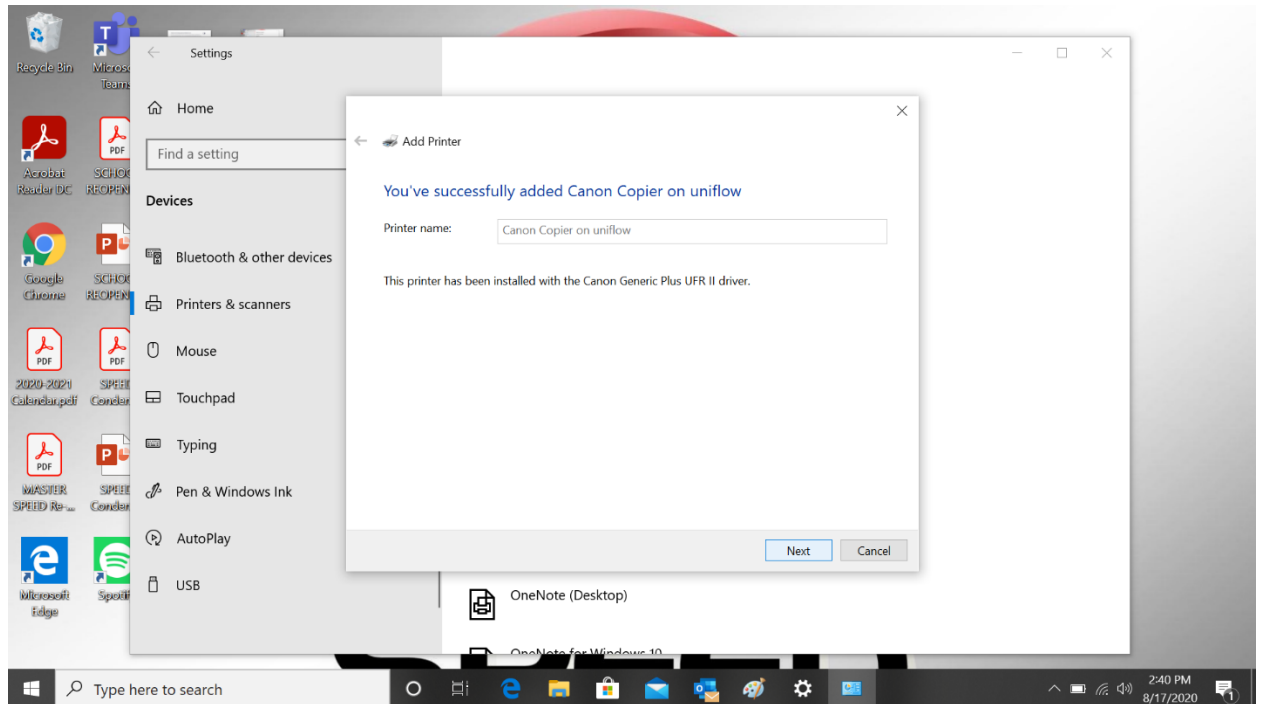
4. Click the + next to the “Add a printer or scanner” option. It will try to find a printer automatically but will not succeed. Click the blue link that says “The printer I want isn’t listed”



5. Select the third option “Select a printer by name” and type in the box [\\uniflow\Canon Copier](#) and as you start typing the computer will find the printer in a list. Select the Canon Copier and click “Next”



6. The computer will add the copier and install the drivers for the printer. Click “Next” and then click finish.



7. You can now print to the Canon Copier which will send your job to our software that allows you to print your job at any of the Canon copiers.