



Lab - Install a Printer in Windows

Introduction

In this lab, you will install a printer. You will find, download, and update the driver and the software for the printer.

Recommended Equipment

- A computer running Windows
- Internet connection
- Printer

Instructions

Part 1: Connect a printer.

Connect a printer to a computer directly or connect the printer to a local network. Plug the printer power cord into an AC outlet if necessary. Unlock the printer if it is locked. Refer to the instruction manual if you do not know how to unlock the printer. Printer heads are often locked to prevent damage during shipment.

Part 2: Install the printer driver.

A printer driver is a software program that enables the computer and the printer to communicate with each other. The driver also provides an interface for the user to configure printer options. Each printer model has a unique driver.

- a. After you have powered on the printer, the operating system may discover the printer and installs the driver if the printer is directly connected to the computer via a USB cable.
- b. If the installation process does not start automatically, navigate to the **Control Panel > Devices and Printers**. Click **Add a printer**.
- c. Select your printer in the results. If it is not found, click **The printer that I want isn't listed** and provide the necessary information to locate the printer. Follow the on-screen information to complete the installation.

Part 3: Install and download an up-to-date printer driver.

To ensure that your computer has the most current driver, find the manufacturer and the model number of the printer.

Visit the manufacturer's web site and navigate to the product downloads or support page. Download the most recent driver and software for the model of printer device that you have installed. The software and driver must be compatible with your operating system. Make sure that you download the driver with a matching architecture for your computer (x64 or x32), if necessary.

- a. Download the driver. The driver is often found in archive format.
- b. Extract the driver to a temporary folder on your desktop, if necessary.
- c. The installation wizard may start automatically after file extraction. If not, double-click the .exe file or .msi file.
- d. Follow the installation wizard instructions until the software and driver have been installed.

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- e. Reboot your computer if necessary.

Part 4: Print a test page.

- a. To verify printer functionality, navigate to **Control Panel > Devices and Printers**.
- b. Right-click the printer and select **Printer Properties**.
- c. Click **Print Test Page** in the General tab to print a test page.

Reflection Question

Why would you download and install software and drivers when windows already installs them for you?

Almirol

- Although Windows is capable of installing basic drivers automatically, downloading and installing the official software and drivers from the manufacturer is necessary. Manufacturer drivers are specific to each printer model, which results in improved performance, complete functionality, and access to all available features like scanning, ink monitoring, and print quality settings. Manufacturer drivers are also updated routinely to correct bugs, enhance compatibility, and increase print speed and reliability. Conversely, Windows' pre-installed drivers are typically generic and might not support the printer's higher-end options. Manually installing the most updated official drivers ensures the printer runs smoothly and yields the best output.

Bal

- We should manually download and install drivers because the ones that Windows installs automatically are usually just basic versions that make the device work but not at its best. While these are useful for quick setup, they don't always give access to all the features your hardware can offer. Getting the drivers directly from the manufacturer ensures you have the most updated and complete version. This can improve performance, fix bugs, and make your device run more smoothly. Overall, manual installation gives better control and the best possible use of your hardware.

Bandigan

Downloading and installing software and drivers even though Windows already installs them for you is important because downloading them manually lets me access the latest features of the printer that Windows default doesn't have and we need to install necessary software for the printer to work at optimal performance.

Baula

- Windows already searches the web for device drivers and installs them automatically, but sometimes errors occur, especially if your device is dated. This can lead to your device not working properly or not working at all. To fix this you sometimes need to find and install the drivers manually.

Braganza

The reason why we should manually download and install drivers is because when Windows automatically installs drivers, it often uses generic versions that provide basic functionality. I mean it is great for getting your hardware working right away, but it may not unlock all of its available features. By manually downloading and installing drivers from the manufacturer's website, you're getting the official, full-featured version.

Conclusion and Learnings:

In this laboratory activity, we learned how to properly install a printer and its driver to make sure it works correctly with a computer. We connected the printer, allowed Windows to detect it, and manually installed the driver when needed. We also learned how to find and download the latest driver from the manufacturer's website to ensure full compatibility and performance. By doing this, we understood how important updated drivers are for proper communication between the printer and computer. Overall, the activity helped us gain hands-on experience in setting up printers and ensuring they function smoothly through correct installation and driver updates.

Proof

The screenshot shows a Cisco video conference interface with multiple windows open. In the center, there is a PDF document titled "Lab - Install a Printer in Windows.pdf". The document contains three main sections: "Requirements", "Instructions", and "Part 1: Connect a printer". The "Requirements" section lists: A computer running Windows, Internet connection, and Printer. The "Instructions" section starts with "Part 1: Connect a printer." Below it, there is a screenshot of a Windows Control Panel window titled "Printers & scanners > EPSON L360 Series". The window shows various printer-related options like "Open print queue", "Print test page", and "Printer properties". At the bottom of the PDF, there is a copyright notice: "© 2015 - 2022 Cisco and/or its affiliates. All rights reserved. Cisco Public". Below the PDF, there is a live video feed showing several participants. The participants include Christian Bandigan (LIVE), RALPH ANGELOV F. BRAG..., Bauta, Djordje Blythe, Christian Bandigan, JOEL A ALMIROL, and Kevin Ranz Bal.

