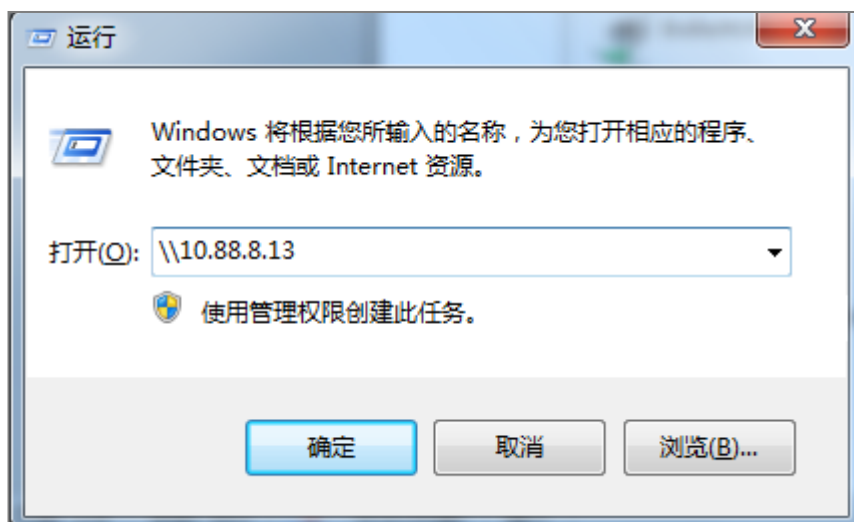


打印机连接方法

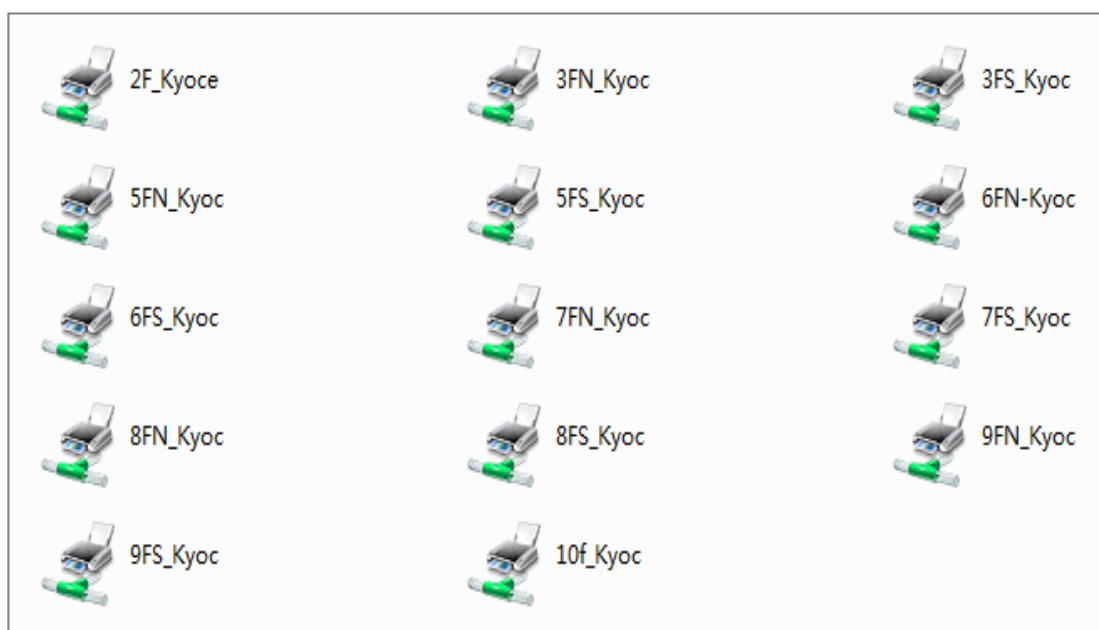
1. Windows 操作系统：

1.1 同时按住“Win 键” + “R 键”进入“运行”窗口，在“打开”行输入[\\10.88.8.13](http://10.88.8.13)，如下图。















注：Win 键为键盘左下方 Windows 图标的按键。




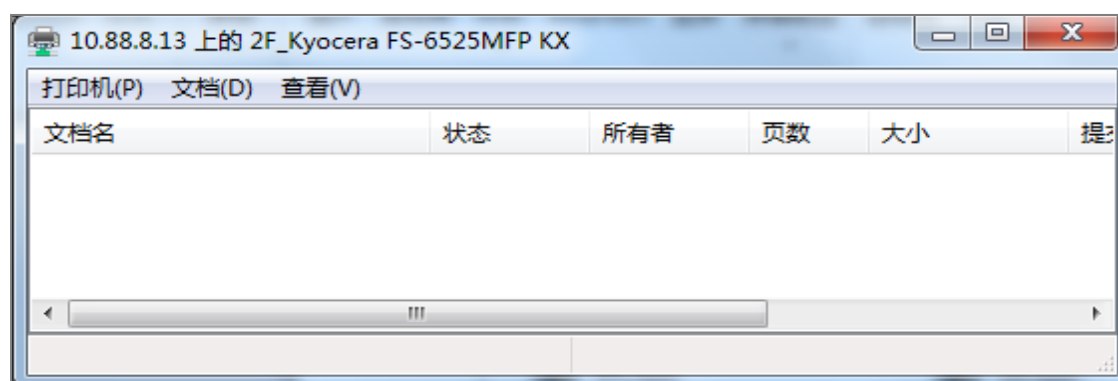
1.2 点击“确定”，进入打印机服务器，如下图。



1.3 根据打印机对应表选择需要安装的打印机，如下图。

 2F_Kyoc	所在位置：2F		
 3FN_Kyoc	所在位置：3F-北边	 3FS_Kyoc	所在位置：3F-南边
 5FN_Kyoc	所在位置：5F-北边	 5FS_Kyoc	所在位置：5F-南边
 6FN_Kyoc	所在位置：6F-北边	 6FS_Kyoc	所在位置：6F-南边
 7FN_Kyoc	所在位置：7F-北边	 7FS_Kyoc	所在位置：7F-南边
 8FN_Kyoc	所在位置：8F-北边	 8FS_Kyoc	所在位置：8F-南边
 9FN_Kyoc	所在位置：9F-北边	 9FS_Kyoc	所在位置：9F-南边
 10f_Kyoc	所在位置：10F		

1.4 选择打印机，例：需要连接 2 楼打印机，则鼠标左键双击 “ 2F_Kyoc ”，等待打印机驱动程序安装，安装成功后会出现新窗口，如下图。



This document contains information that is proprietary and confidential to Baozun, Inc. or its technical alliance partners, which shall not be disclosed outside or duplicated, used, or disclosed in whole or in part for any purpose. Any use or disclosure in whole or in part of this information without the express written permission of Baozun, Inc. is prohibited. © 2013 Baozun, Inc..All rights reserved.

1.5 至此该打印机已设置完毕，如需要将其设置为默认打印机，可在前面出现的窗口中选择“打印机”——点击“设置为默认打印机”即可，如下图。



2. MAC 系统：

2.1 安装打印机驱动

2.1.1 在文档附件处，找到相应楼层对应打印机型号的驱动，点击“下载”，例如：Kyocera（京瓷）打印机。

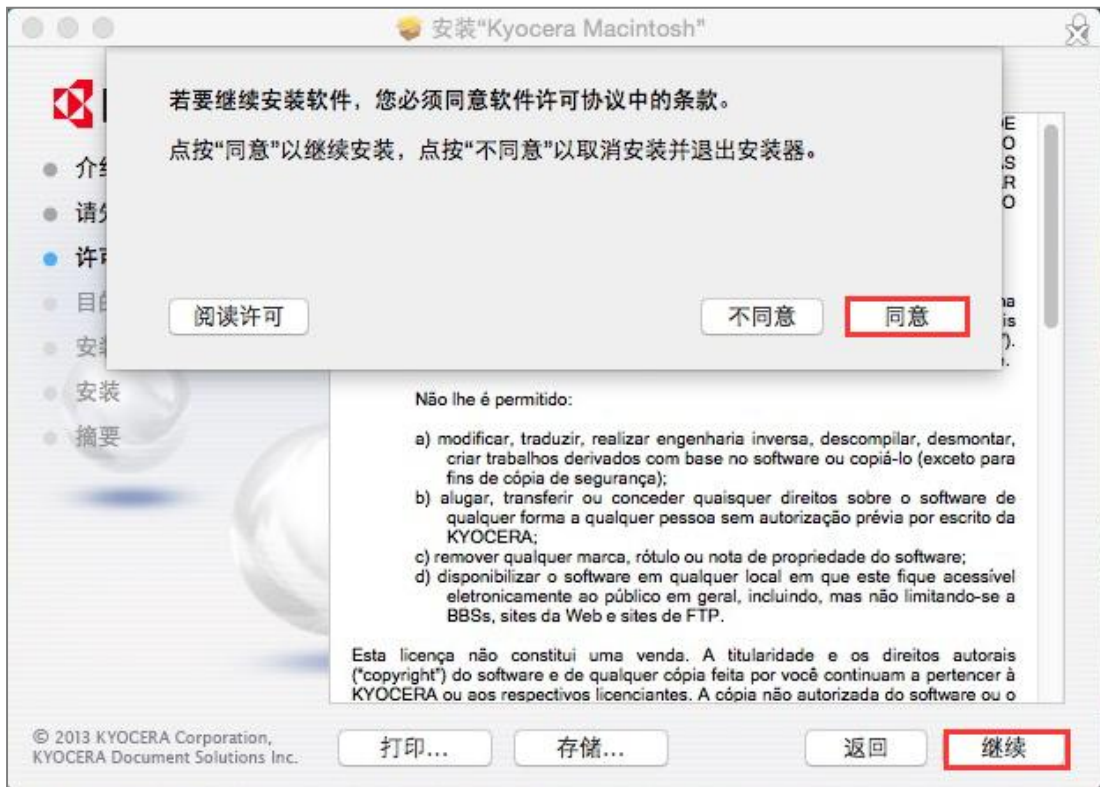


This document contains information that is proprietary and confidential to Baozun, Inc. or its technical alliance partners, which shall not be disclosed outside or duplicated, used, or disclosed in whole or in part for any purpose. Any use or disclosure in whole or in part of this information without the express written permission of Baozun, Inc. is prohibited. © 2013 Baozun, Inc..All rights reserved.

2.1.2 双击“Kyocera打印驱动”，点击“继续”，如下图所示。

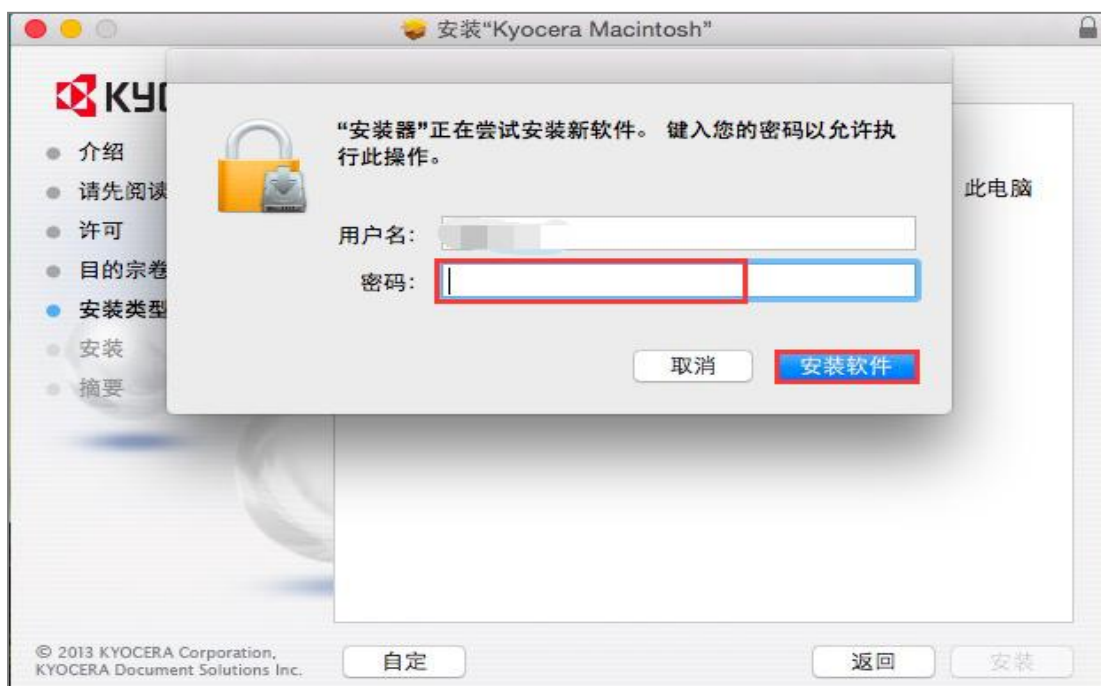


2.1.3 按安装步骤点击“继续”，至“许可”项时，点击“继续”会弹出如下图所示的提醒，请选择“同意”。



This document contains information that is proprietary and confidential to Baozun, Inc. or its technical alliance partners, which shall not be disclosed outside or duplicated, used, or disclosed in whole or in part for any purpose. Any use or disclosure in whole or in part of this information without the express written permission of Baozun, Inc. is prohibited. © 2013 Baozun, Inc..All rights reserved.

2.1.4 在用户名和密码一栏输入电脑设置的账号信息，点击“安装软件”。



2.1.5 驱动安装成功：



This document contains information that is proprietary and confidential to Baozun, Inc. or its technical alliance partners, which shall not be disclosed outside or duplicated, used, or disclosed in whole or in part for any purpose. Any use or disclosure in whole or in part of this information without the express written permission of Baozun, Inc. is prohibited. © 2013 Baozun, Inc..All rights reserved.

2.2 连接打印机：

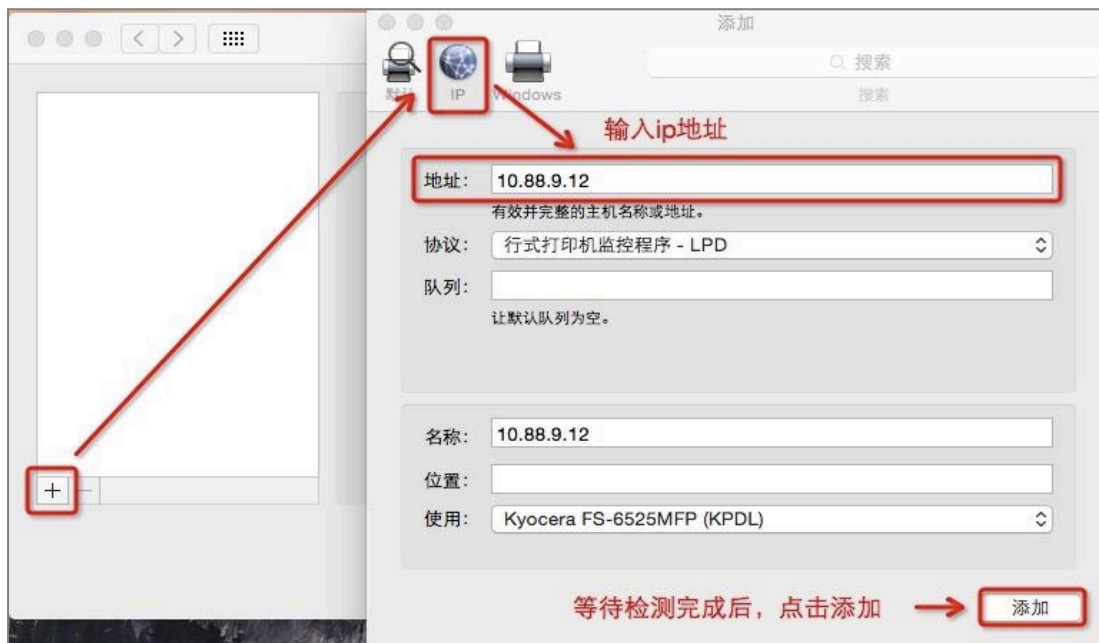
2.2.1 点击左上角开始菜单【】，选择【系统偏好设置】：



2.2.2 点击“打印机与扫描仪”，如下图所示。

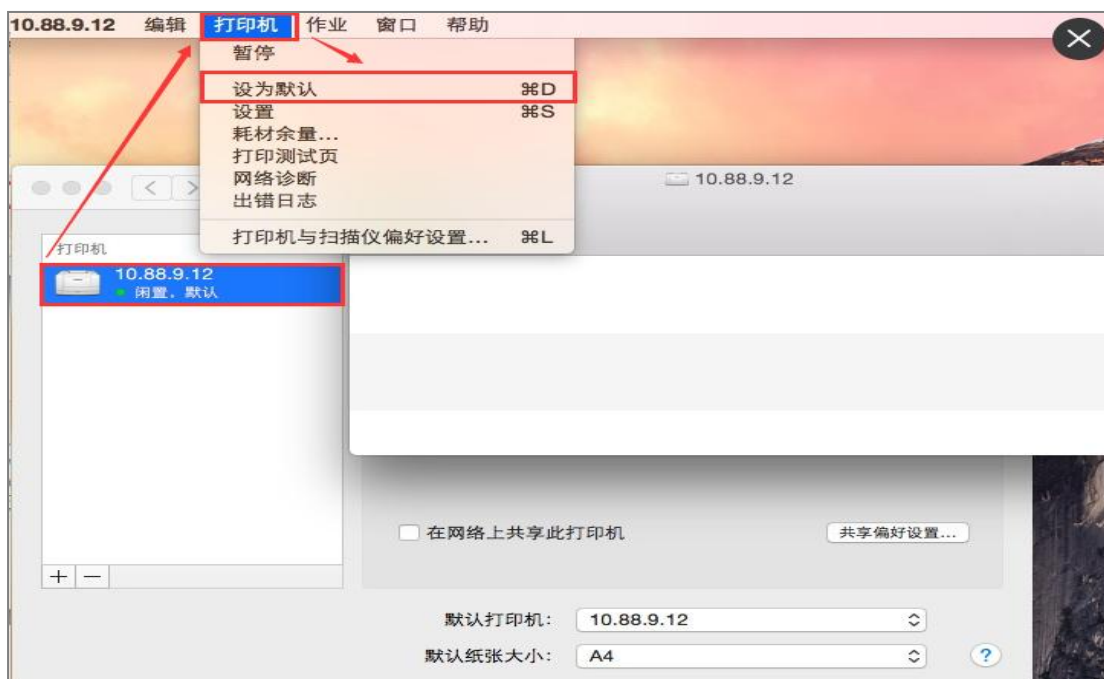


2.2.3 点击 “+” 添加打印机，选择 “IP” 按钮，在 “地址” 一栏中，填写 “网络打印机的IP地址”，然后点击 “添加”，如下图所示。



注意：为保障信息的安全性，此 IP 地址不对外公布，请单独联系 IT 服务组 5000。

2.2.4 选中添加后的打印机，点击 “打印机” - “设为默认” 即可完成。



This document contains information that is proprietary and confidential to Baozun, Inc. or its technical alliance partners, which shall not be disclosed outside or duplicated, used, or disclosed in whole or in part for any purpose. Any use or disclosure in whole or in part of this information without the express written permission of Baozun, Inc. is prohibited. © 2013 Baozun, Inc..All rights reserved.

2.3 删除打印机：

2.3.1 选择需要删除的打印设备，点击左下角【-】，点击【删除打印机】



--文档结束--