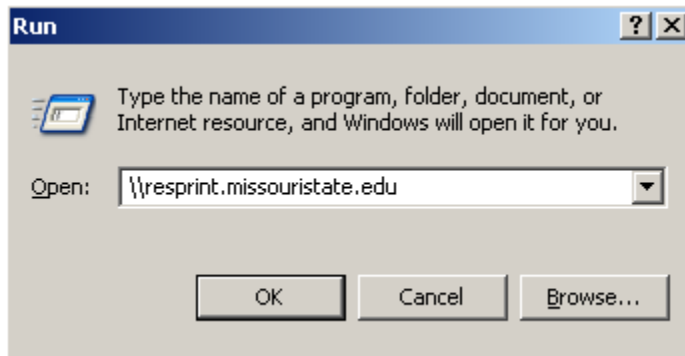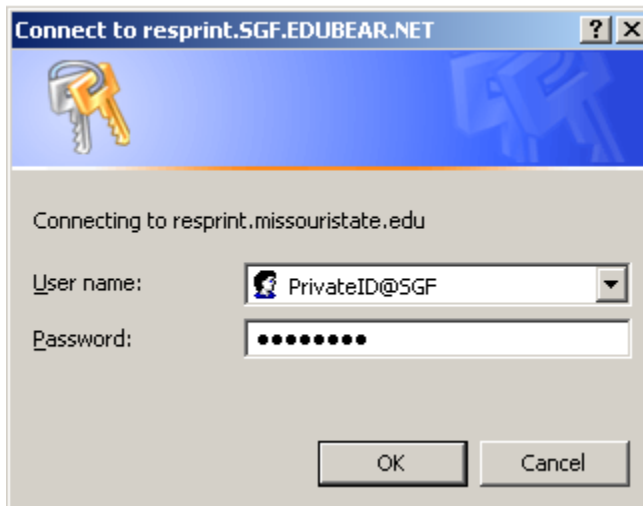# Setting up the front desk printer on Windows 2000/XP

This will guide you through the setup of the front desk printer in your residence hall.

1. Go to the **Start** Menu and select **Run**.
2. Type in **\\resprint.missouristate.edu** and click OK.

3. You will be prompted for your Missouri State private ID and password. Enter **SGF\PrivateID** OR **PrivateID@SGF**, then enter your Missouri State password and click OK.

4. Find the printer for your residence hall *(See Table Below)*, then right click and choose **Connect...**
   This will automatically install the printer.
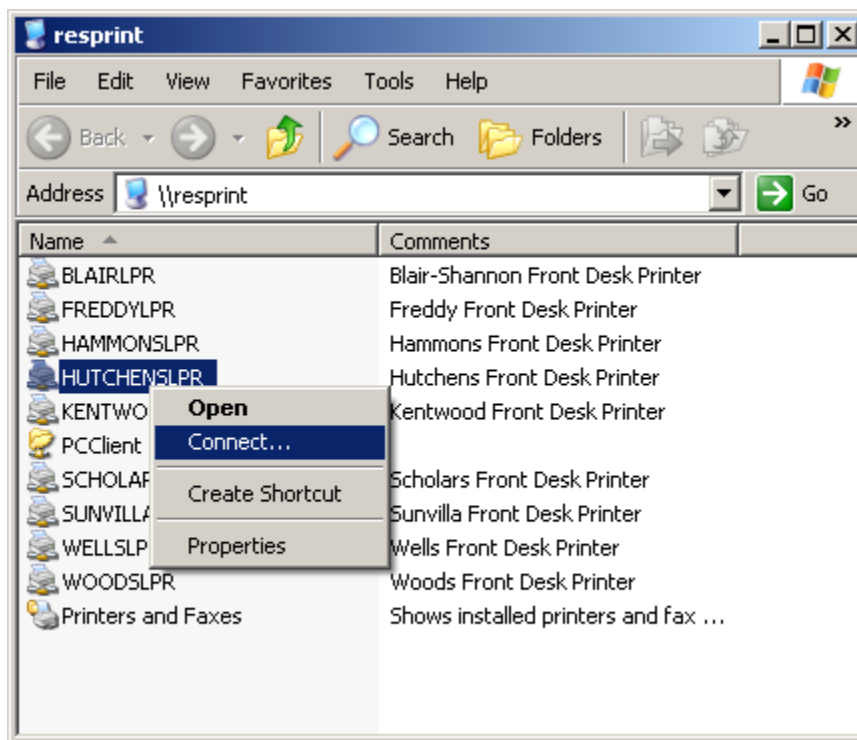
Residence Hall   Printer Name

Blair-Shannon   BLAIRLPR

Freudenberger   FREDDYLPR

Hammons   HAMMONSLPR

Kentwood   KENTWOODLPR

Hutchens   HUTCHENSLPR

Scholars   SCHOLARSLPR

Sunvilla   SUNVILLALPR

Wells   WELLSLPR

Woods   WOODSLPR

5. You **MUST** authenticate to \\resprint.missouristate.edu each time you wish to print to the front desk printer.
    (This means completing steps #1-3.)

http://resnet.missouristate.edu/help/printerSetup.php