

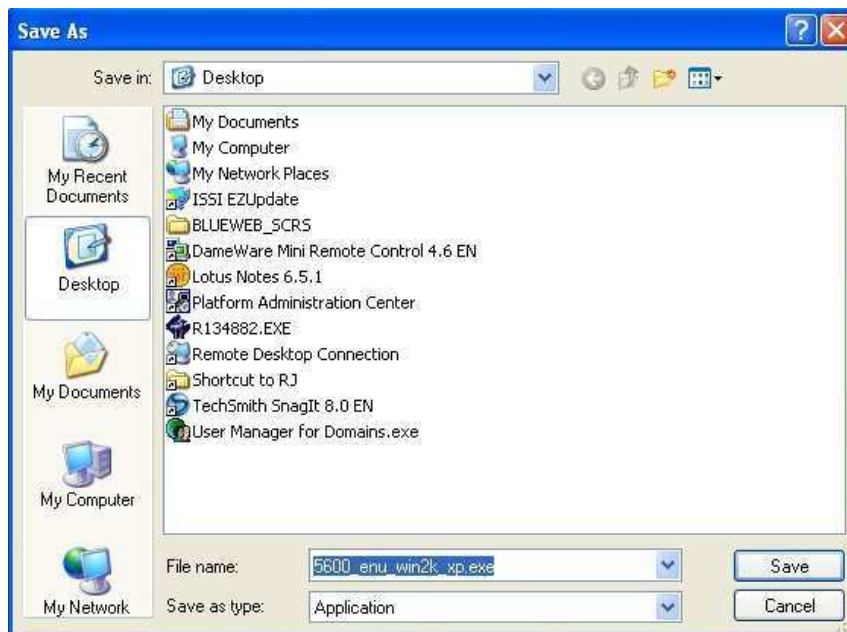
Downloading printer drivers from the internet

Note: Personal printers can be installed for **printing function ONLY** (no scanning, faxing, printer management software & additional features)

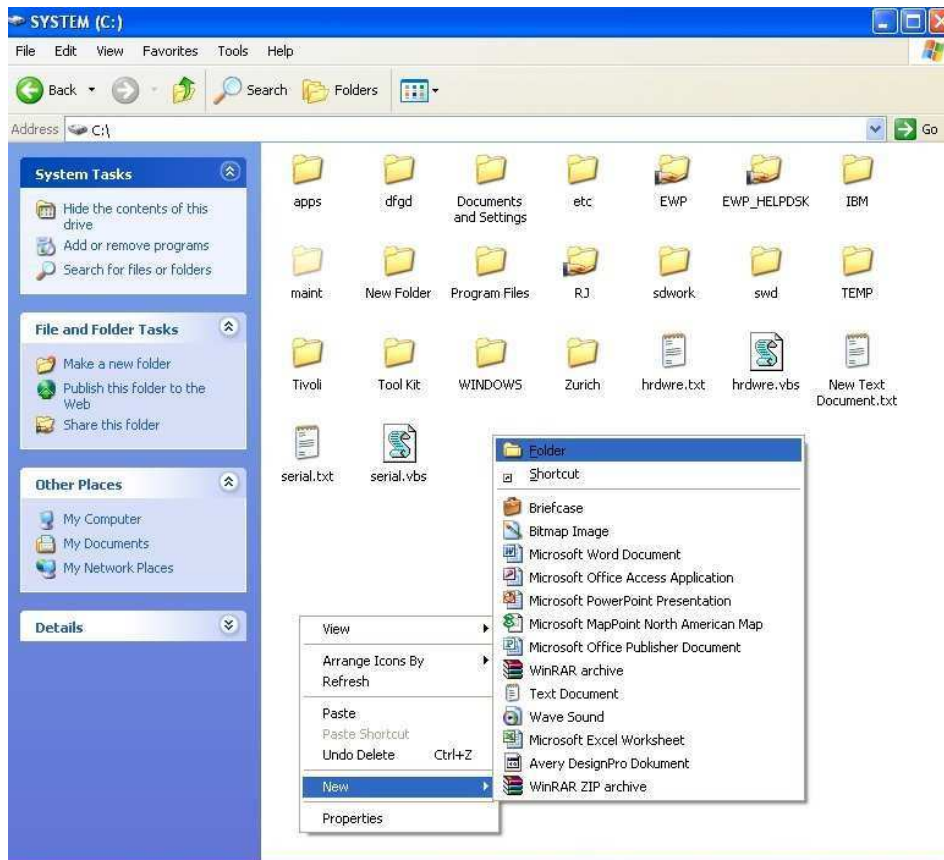
Most of the printer drivers will be with the following three sites.

- <http://www.lexmark.com/>
- <http://www.hp.com/>
- <http://www.lanier.com/>

1. Download Printer Driver to the Desktop



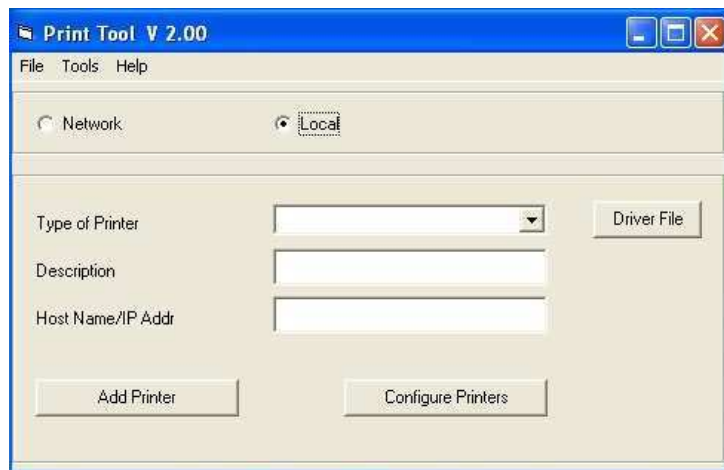
2. Create Folder in C:\



3. Double Click Driver on Desktop, and Extract to the Newly Created Folder in the C:\

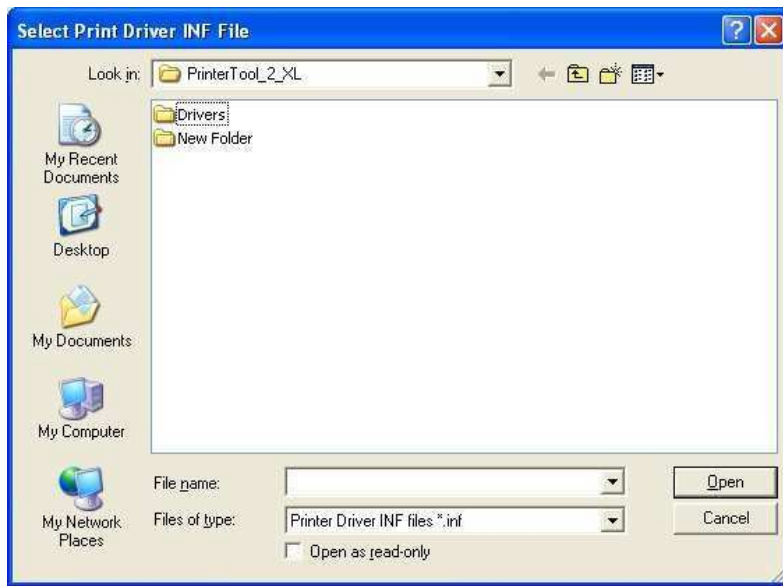


4. Go to the Print Tool in the **Start > All Programs > Tools > ZFS Global Print Tool 2.3 XL**

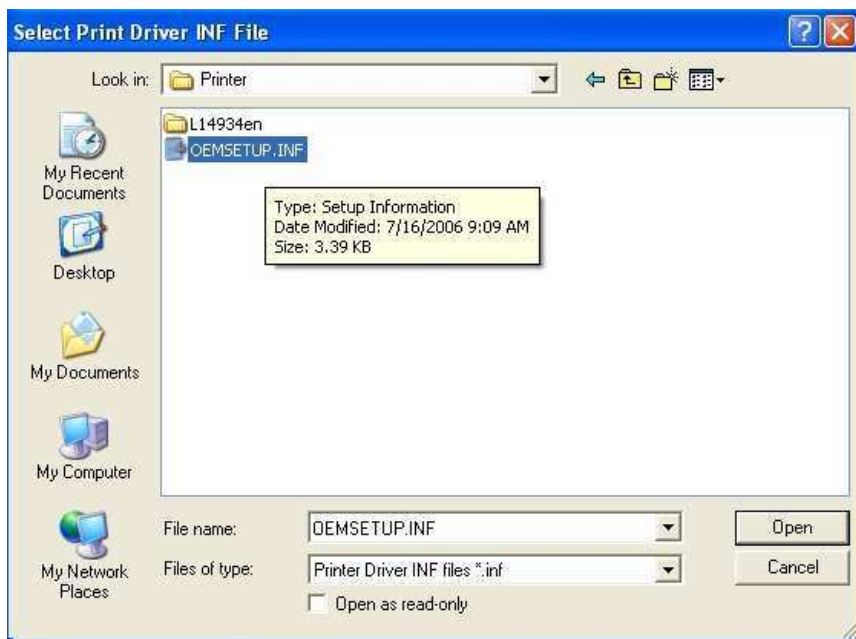


5. Open up Print Tool and select either **Network** or **Local** Printer

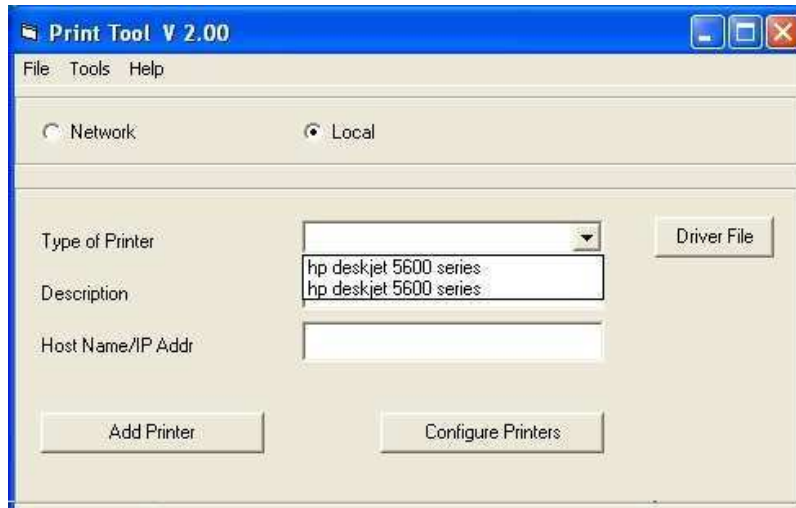
Click on **Driver File** button, and then 'Select Printer Driver' window comes up:



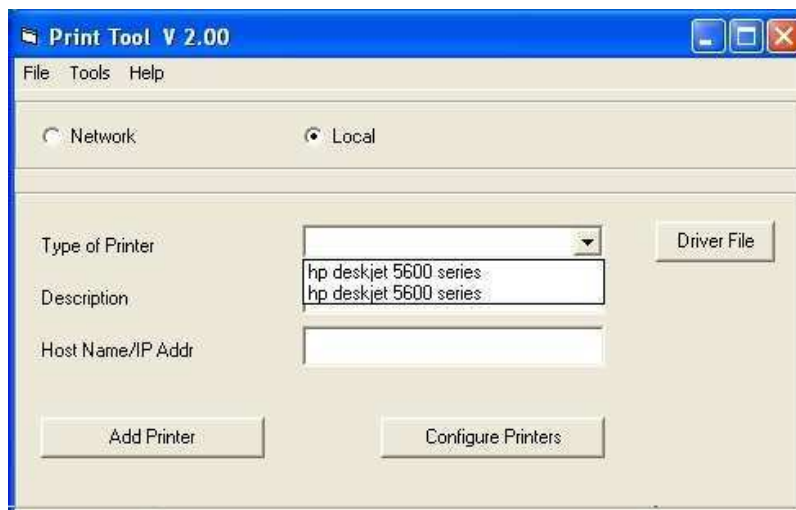
6. Navigate to the C:\ drive, and select the folder where drivers were extracted (folder you have selected in steps above).



7. Go back to the Print Tool, click on drop down arrow key and select printer.



8. Click on **Add Printer**, and the Print Tool will locate the printer.



9. You are then given the opportunity to set it as your default.



10. Verify printer list and test print jobs.

