

Wireless Printing

Instructions on how to print to an SMSU Lab, Deeann Griebel Student Success Center, or Library Printer, wirelessly from your Laptop.

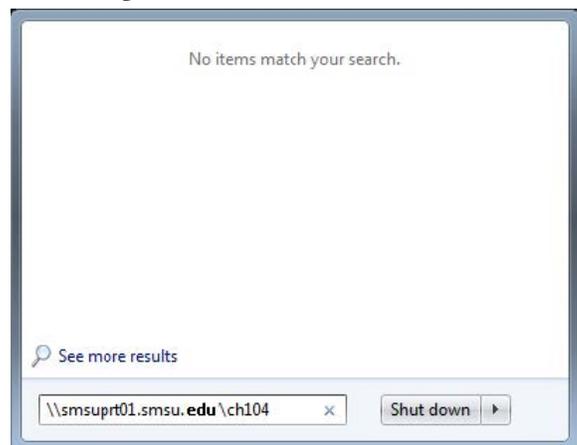
Windows 10 / Windows 8/ Windows 7 /

Note: The installation for Windows 10, Windows 8, and Windows 7 are all very similar. If you have any difficulties contact the Technology Resource Center.

- 1). Make sure you are connected to the **smsu** wireless network.
- 2). Open your **Start** menu, and in the Search bar type “\\smsuprt01.smsu.edu**(Printer Name)**” and hit ENTER.

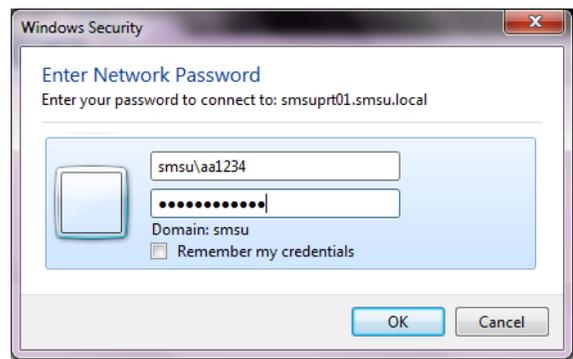
Here is the list of Printer Names that you can connect and print to:

DGSSC_IL224
BA229
BA230
CH102
CH 104
CH 126
CH 128
Lib2Floor
Lib3Floor
Lib5Floor

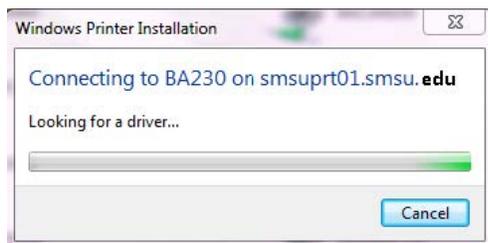


- 3). Now, you must **have patience**. And quite a bit of it, at that. Several of these steps are going to take a while, even if your computer appears to be doing nothing.

- 4). A login box will appear. You will enter your StarID, (the same you use for logging into on-campus machines, and your e-mail, etc...) One difference is: You must enter **smsu** before your username.



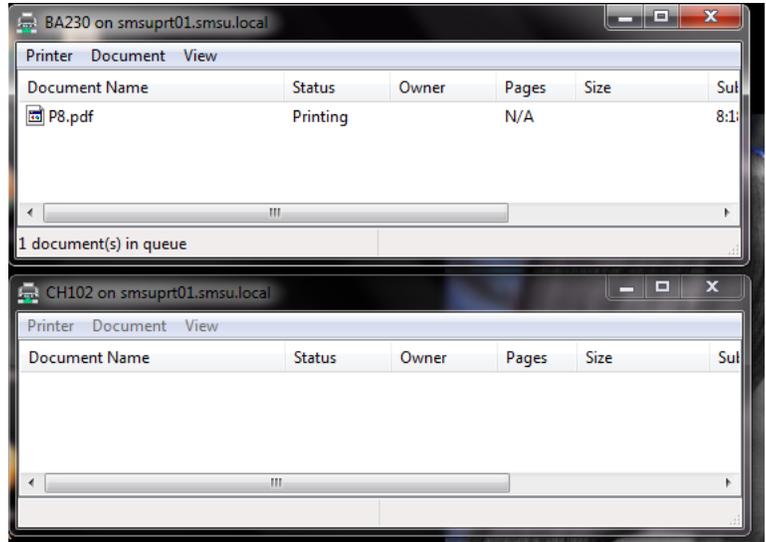
- 5). It will connect to the printer, now, and you may have to click on **Install driver** for the printer.



- 6). Now, remember to have patience. This may take a while. Eventually, though, a small window will pop up. This is the queue for the printer.

NOTE: Even if it says that the printer is offline, or not connected, or something, **it is working properly, anyway**. If it did not work, for some reason, it will give you an error message.

- 7). You are now connected to the printer, and may print from it.



NOTES:

-When the time comes for you to change your password, you will simply have to add the printer(s) again. You don't have to remove them or anything. Just re-add them if/when they stop working.

-You cannot print wirelessly from the dorms. It will not work, so please do not try to.

-If you try to print, and it does not print, please delete it from your queue before you do anything else. Otherwise, when it finally is able to print, it will, and you will be sending documents to the printers without realizing it.

-If you have any troubles or questions, please contact the SMSU Technology Resource Center, in BA 161. E-mail us at TRChelpdesk@smsu.edu, or call at 1-507-537-6111.

Thanks!