# Chromebooks and Chromeboxes

- [How to add a Printer](#)

# How to add a Printer

How to add a printer manually to a Chromebox

1. Log in and get to the desktop, select the "G" circled in the bottom left corner
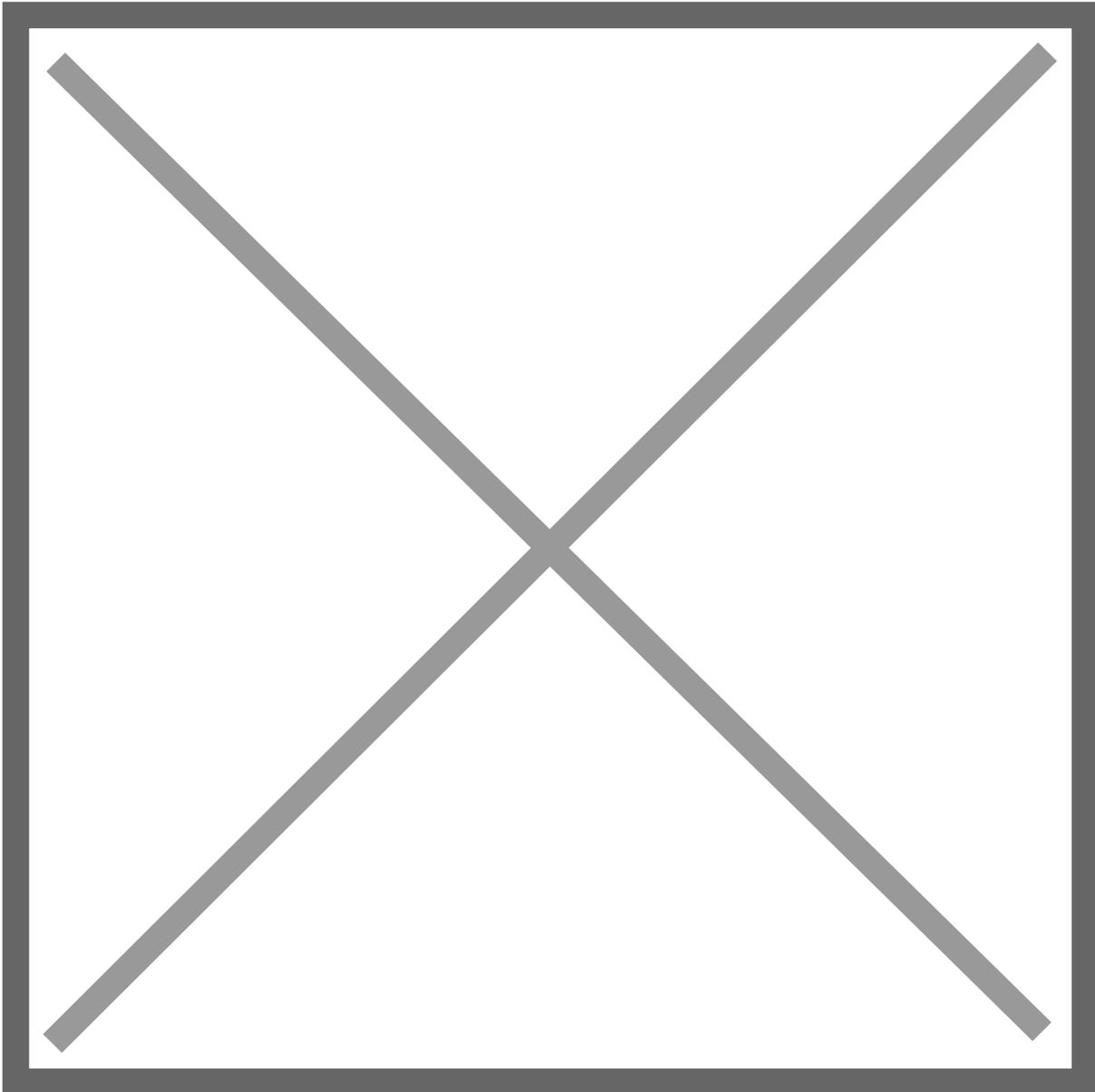


2. A menu will appear. Select the "Gear" icon that says "Settings"
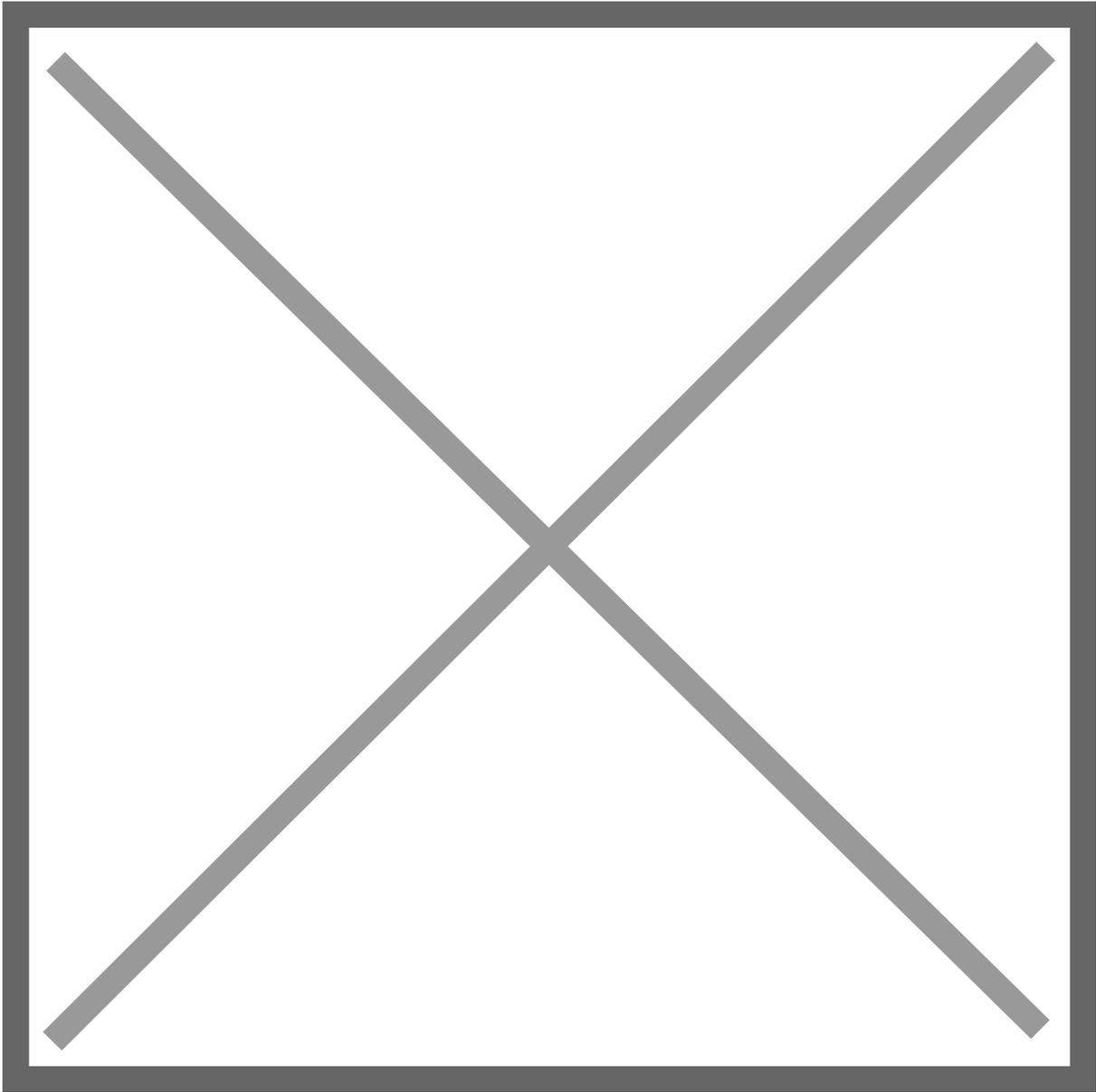
3. Select "Device" on the right hand side of the "Settings" menu.
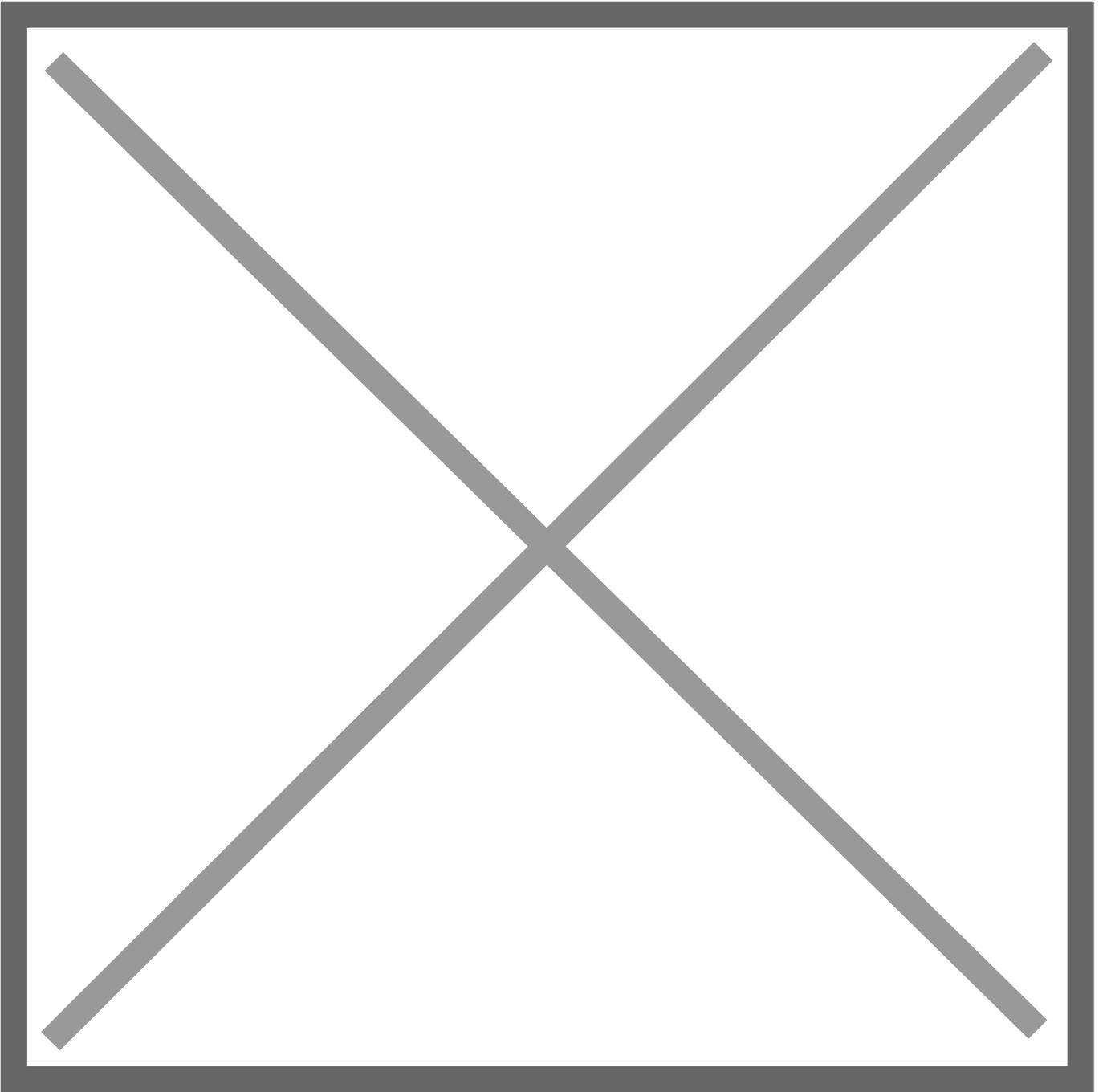
4. Now on the main right side of the "Settings" menu select "Print" that is circled below.
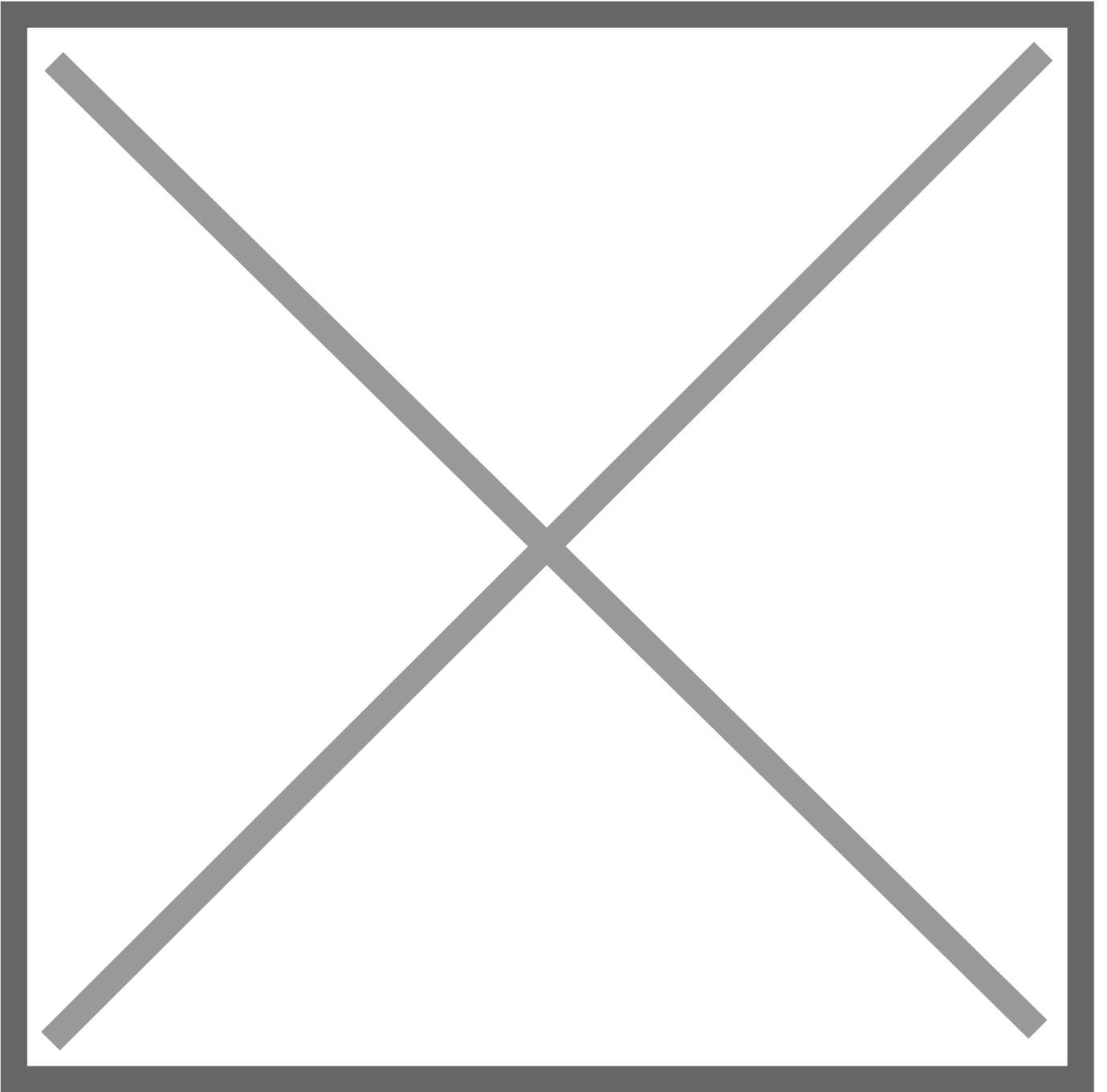
5. Now select "Add Printer Manually" that is circled below.
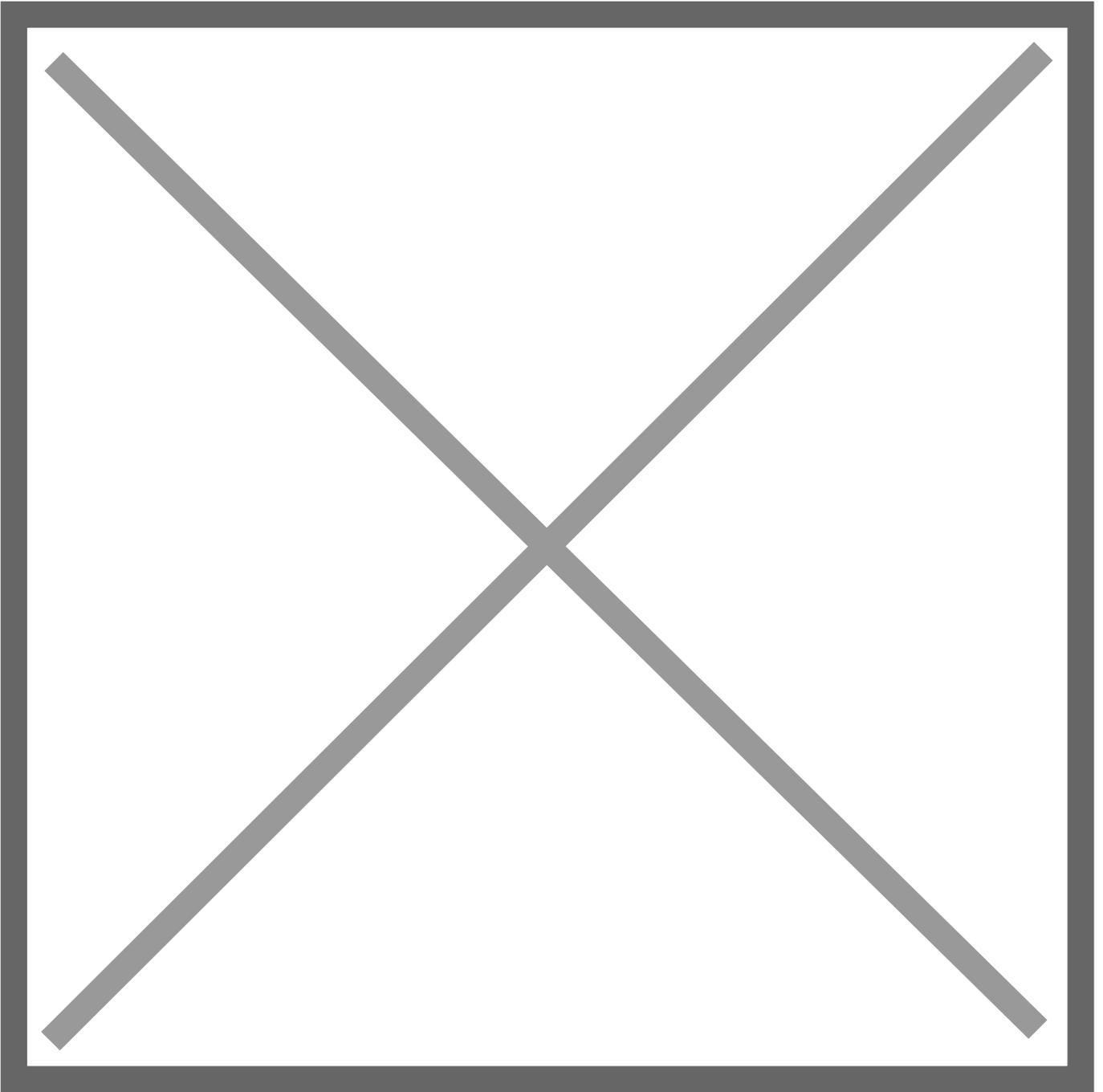
6. A new menu will appear and you will need to fill out "Name" and "Address." The Protocol and queue should be as shown underlined below.
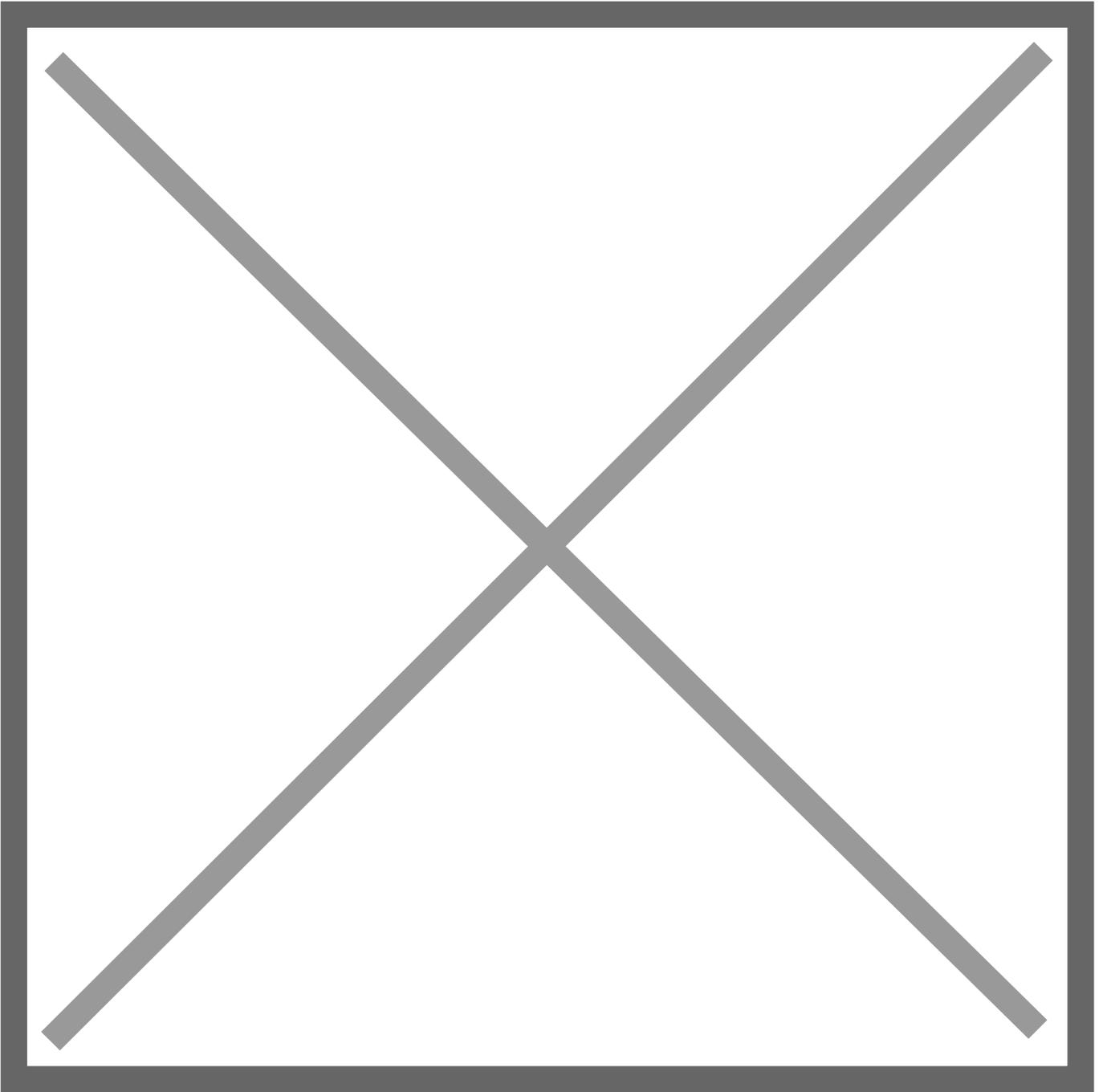
You are done! You can open Google Chrome and on the keyboard use "Control" + "P" at the same time and you can send a test print to the printer. You may have to select "See More" on the print selection page.