This guide provides instructions on setting up printing from a LSE-owned Windows laptop:

1. Open the **Start** menu.

   ![Start menu screenshot]

2. In the **Search programs and files** box, type `\print1` or `\print2` and press **Enter**.*

   ![Search results screenshot]

* Assumes the presence of a network printer named `print1` or `print2`.
3. In the window that pops up, double click on **STAFF-BW-MFD1** and **STAFF-Colour-MFD1** to install the print drivers.

![Printer Interface](image1.png)

4. You will now be able to print to any Canon printer on campus from your laptop using your LSE ID card.

![Printer Queue](image2.png)

* Both **\print1** and **\print2** will allow you to print to the staff printing queues. If you experience issues printing to either print queue, try installing the drivers for the other queue. If you continue to experience problems, please contact the IT Service Desk for assistance.