



July 14, 2014

Remote Printing - Windows

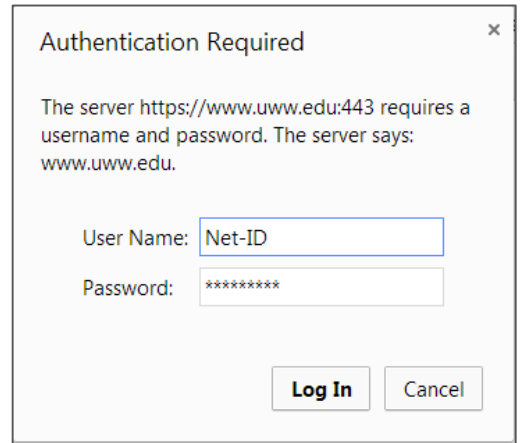
OVERVIEW

This guide will walk you through the steps to print to the UW-Whitewater lab printers remotely.

Step 1

Open a web browser and go to <http://www.uww.edu/common/docs/helpdesk/uniprint/students/>

Enter your Net-ID and password when prompted. Click **OK** to continue.



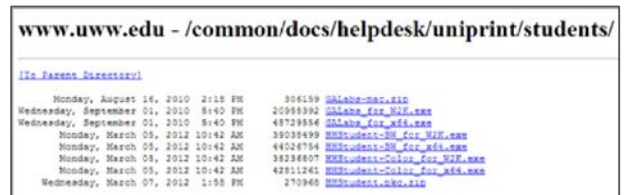
Step 2

Click the link to select the printing package that is appropriate for your computer and preferred printer location.

To find out if your computer is 32-bit or 64-bit, click **Start** | right click **Computer**, select **Properties**. Then locate "System type" from the Control Panel window.

Step 3

The downloaded file should launch automatically. If it does not, please locate the downloaded file and double-click to launch the file.

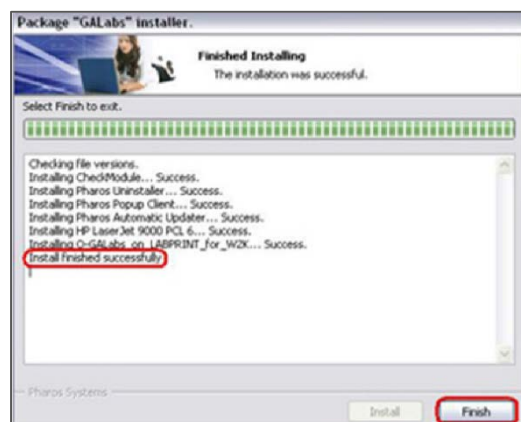


Type of Computer	Printing Package Wanted	Link to Select
32-bit	General Access Labs	GALabs_for_W2K.exe
	Hyland Hall Black & White	HHStudent-BW_for_W2K.exe
	Hyland Hall Color	HHStudent-Color_for_W2K.exe
64-bit	General Access Labs	GALabs_for_x64.exe
	Hyland Hall Black & White	HHStudent-BW_for_x64.exe
	Hyland Hall Color	HHStudent-Color_for_x64.exe

Step 4

Click the **Install** button to start the installation.
Click **Next** or **OK** to accept the defaults until you have come to the end of the installation.

Click **Finish** when complete.



Step 5

Please reboot your computer to complete the installation.

The selected UW-Whitewater printer will now be available as a printer option on your computer.

Printing to a UW-Whitewater Lab Printer

When you send a job to the printer, you will be prompted to enter your **Net-ID**. Please do so here and click **Print** to continue.

NOTE: The first time you use the new printer, you may see the message "Pharos Update Checking..." This update may take up to one minute to complete before the printer will start printing your document.

Your document should now be available at the appropriate lab printer.



Trouble Downloading or Installing?

Contact the Technology Support Center Helpdesk at helpdesk@uww.edu or (262) 472-4357.