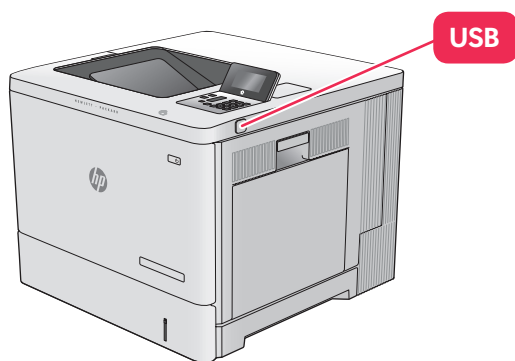


How to print

There are three methods of printing available:

1. USB Drive

Connect a USB flash drive with your files to the port located on the right-hand side of the printer, next to the screen, as shown below



NOTE: USB printing only supports a limited number of file types. We recommend using PDF but you can also use .prn, .pcl, .ps & .cht.

After about 10 seconds the printer will detect USB drive, then press the **OK** button to access the drive. If prompted select the **Retrieve from USB** option from the list of available applications.

Select the name of the document to print and touch the **Start** button  to print.

2. Connected Laptop

Download and install the printer drivers by visiting goo.gl/xEmnam

Your laptop operating system will automatically be detected by the website and offer you the correct driver. Click the **Download** button then open the file that is sent to your computer, this will start the driver installation.

Follow the on-screen prompts and when **Connection Type** is reached select the direct option using a USB cable.

You will now need to plug your laptop into the printer using the USB cable attached to the printer (it will be labelled up **laptop**).

Complete the driver installation by clicking **Next**.

You can now print by selecting the HP M553 Printer from the list of available printers

3. HP Wireless Direct

Windows - Open the Printers and scanners section in your control panel and click **Add a Printer or Scanner**, select **Direct-21-HP M552 LaserJet** then **Add Device**

Mac - Open system preferences the select Printers & Scanners in the hardware section. Click the plus sign then **Add Printer or scanner** select **Direct-21-HP M552 LaserJet** then **Add**.

You will now be asked for a PIN which is displayed on the Printer control screen, enter this number on your computer screen and click next.

It will then start to connect and install the relevant drivers needed (This may take a few moments please be patient). Once the installation has completed it will then be available as print option.

NOTE: this connection type can be problematic and you may have to remove and re-install several times to get it working.

Only 5 devices can be connected at any one time.

If you need additional help and support please email computers@unipol.org.uk or call 0113 205 3425

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