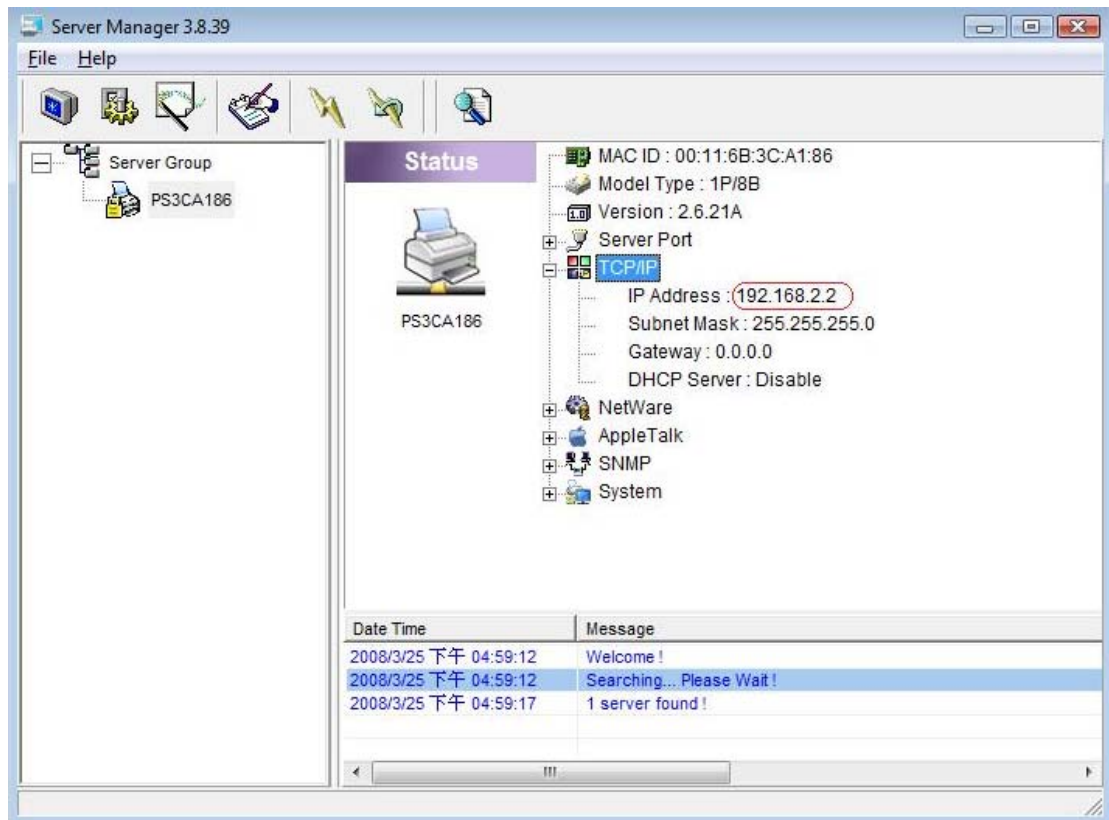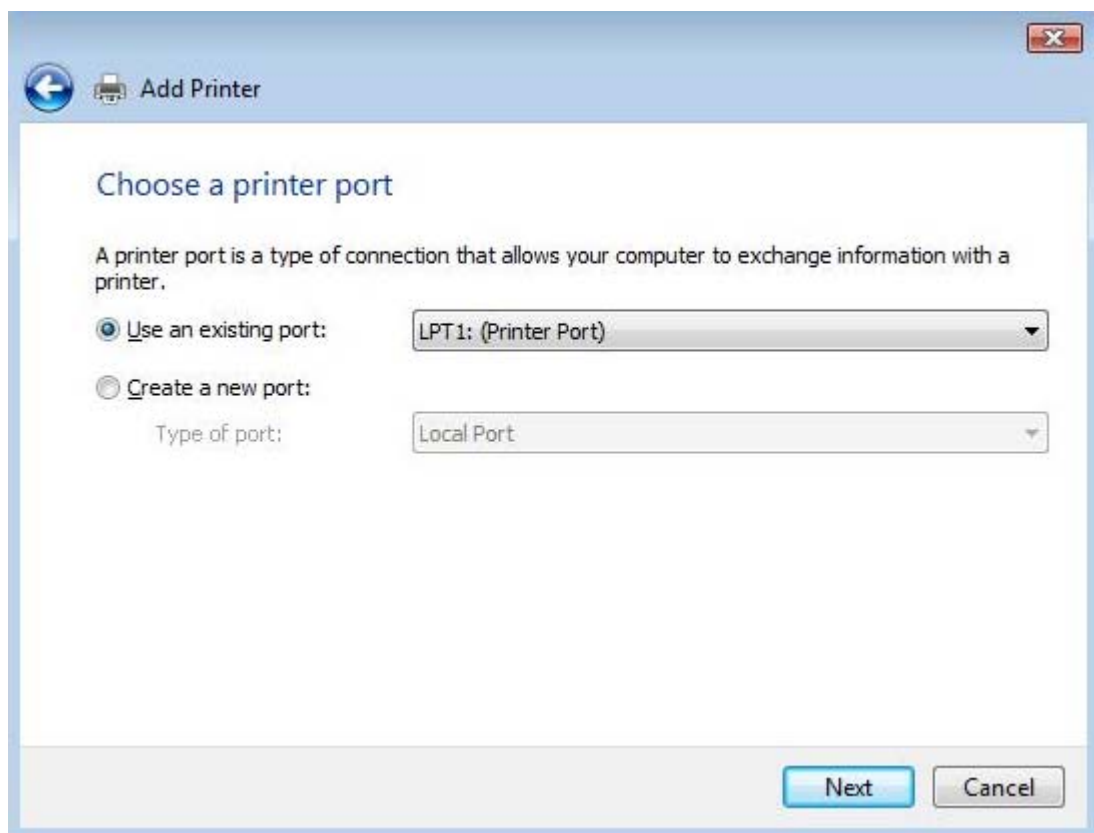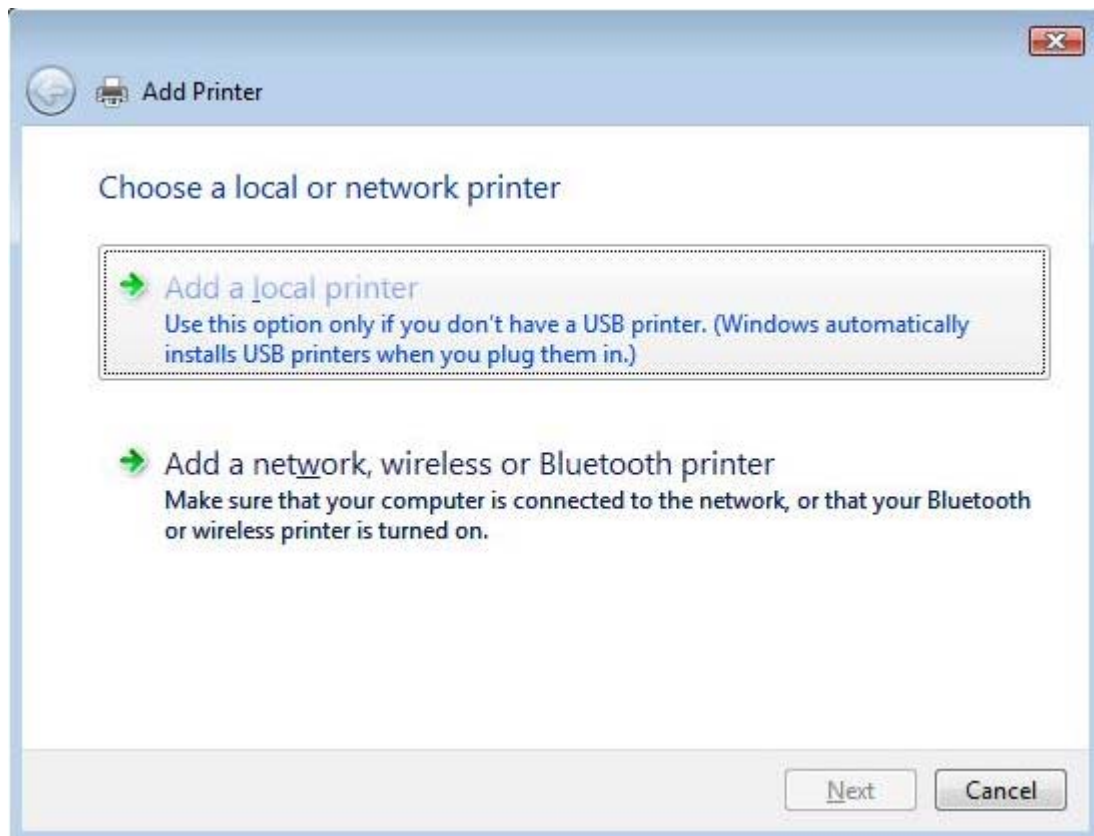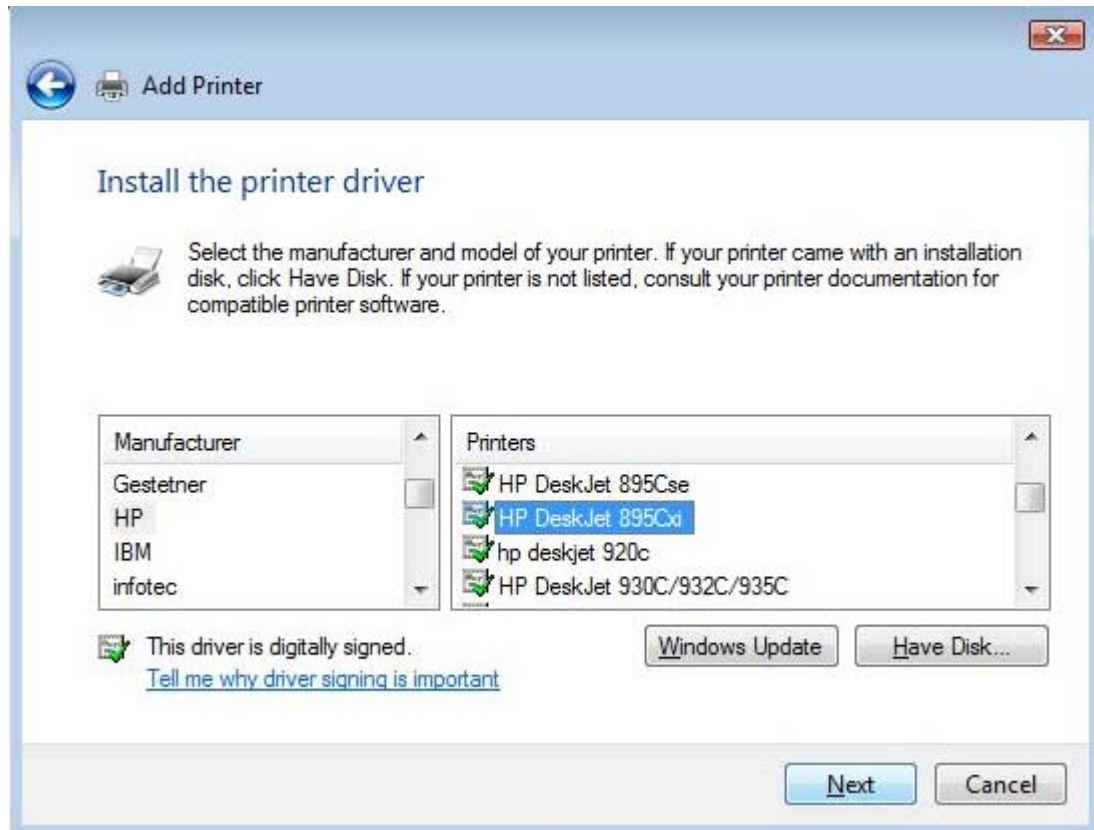## How to Configure Printer Server using TCP/IP in Windows Vista ?

1. Install printer server utility on your PC first.

2. Find out the IP of your printer server.
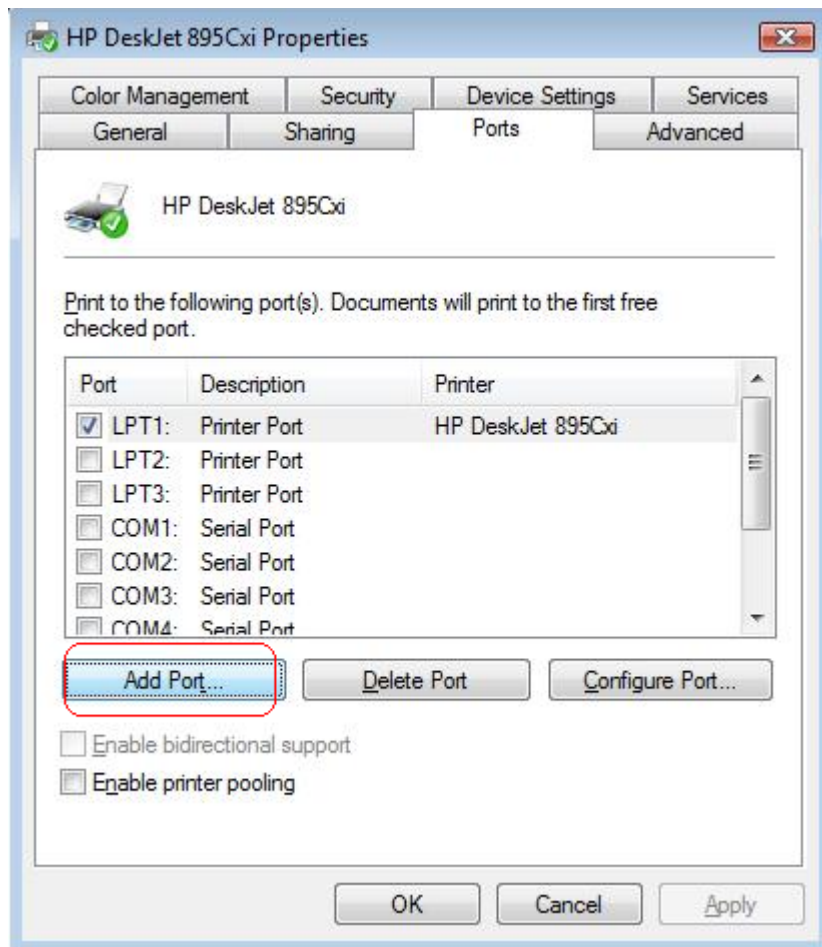

3. Go to **Printers** to add a new printer.

4. Add a local printer and follow the snapshots below.

Add Printer

Choose a local or network printer

➡ **Add a local printer**
Use this option only if you don't have a USB printer. (Windows automatically installs USB printers when you plug them in.)

➡ **Add a network, wireless or Bluetooth printer**
Make sure that your computer is connected to the network, or that your Bluetooth or wireless printer is turned on.

[Next] [Cancel]

Add Printer

Choose a printer port

A printer port is a type of connection that allows your computer to exchange information with a printer.

◉ Use an existing port: LPT1: (Printer Port)

◯ Create a new port:
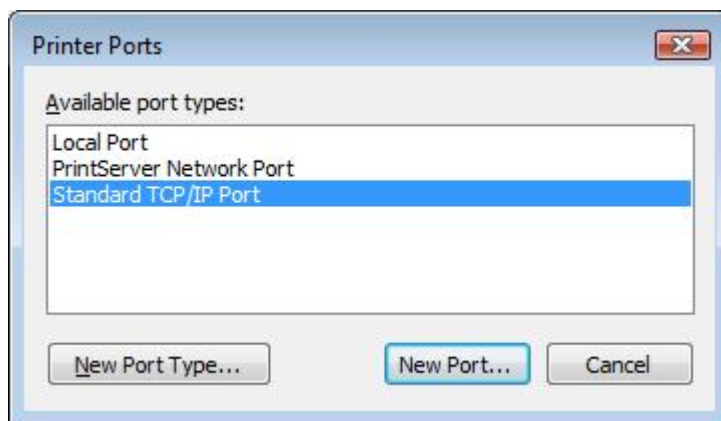   Type of port: Local Port

[Next] [Cancel]

Find your printer and select it. If there is no your printer in the list, please install a driver of your printer then you will find your printer in the list
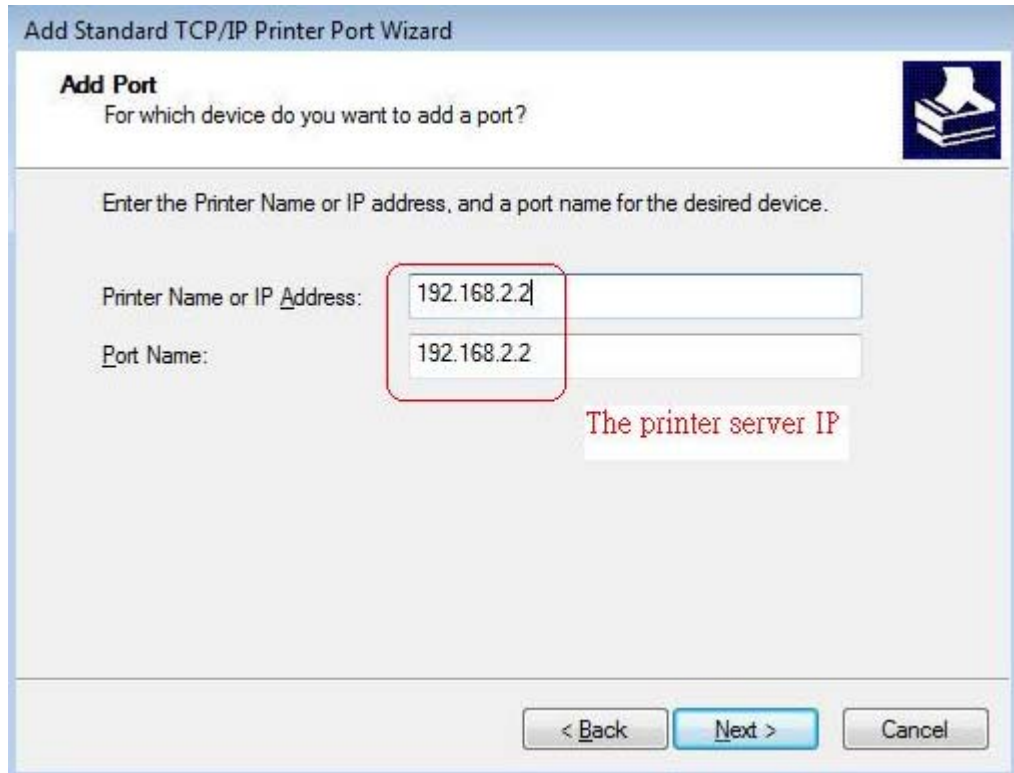
5. After you are done adding a printer, right click the printer icon and select "property" then select "ports".
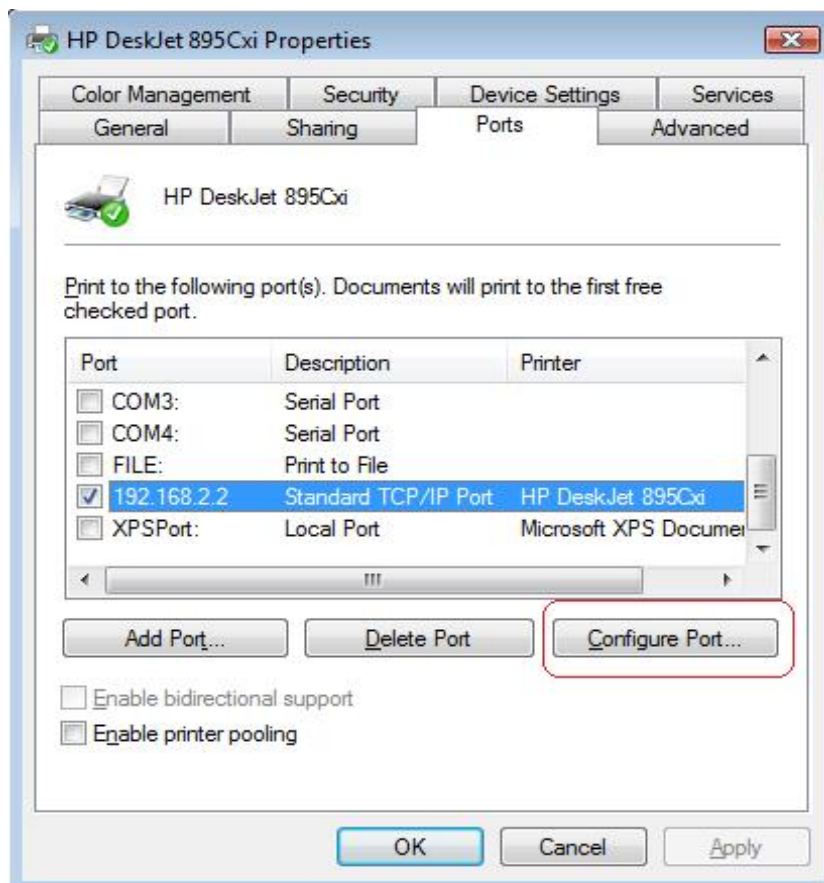
6. Clicks add port.

7. Selects Standard TCP/IP Port.

8. Input your printer server's IP address.

Add Standard TCP/IP Printer Port Wizard

Add Port
For which device do you want to add a port?

Enter the Printer Name or IP address, and a port name for the desired device.

Printer Name or IP Address: | 192.168.2.2

Port Name: | 192.168.2.2

The printer server IP

< Back   Next >   Cancel

9. After adding port, click configure port

HP DeskJet 895Cxi Properties

| Color Management | Security | Device Settings | Services |
| General | Sharing | Ports | Advanced |

HP DeskJet 895Cxi

Print to the following port(s). Documents will print to the first free checked port.

Port	Description	Printer
☐ COM3:	Serial Port	
☐ COM4:	Serial Port	
☐ FILE:	Print to File	
☑ 192.168.2.2	Standard TCP/IP Port	HP DeskJet 895Cxi
☐ XPSPort:	Local Port	Microsoft XPS Documer

Add Port...   Delete Port...   Configure Port...

☐ Enable bidirectional support
☐ Enable printer pooling

OK   Cancel   Apply

10. **Please make sure your settings are the same as the snapshot below except IP.**

You will be able to print through your printer server.