Notebook Installation Guide

1. Log in to the **NTU Network**

2. At **Windows Desktop**
   - **For Window 7 Users:** Click on the **Window Start** button
   - **For Window 8/10 Users:** Press Windows Button + “R”

3. Type in `\USNTU\` at the **Search Bar** then click **OK**

4. Select all the below printers then right click mouse button and select “**Connect**”. The printer drivers will be installed.

   **Upon successful installation, the queues are ready to accept print job from your notebook**

   **HELPFUL TIPS**

   - **You can Release your Print Job in most Libraries**
   - **All print jobs will stay in Server for 12 hours**

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**Printing & Photocopying Shop**

Email: [Ultrasupplies@ntu.edu.sg](mailto:Ultrasupplies@ntu.edu.sg)/ [Operations@ultrasupplies.com.sg](mailto:Operations@ultrasupplies.com.sg)