

Adding the SurreyPrint Queue

Windows Devices

The information in this guide will assist [Windows](#) users manually adding the SurreyPrint queue to their own device.

NOTE: To install the print queue you **must be connected** to the eduroam Wireless Service.

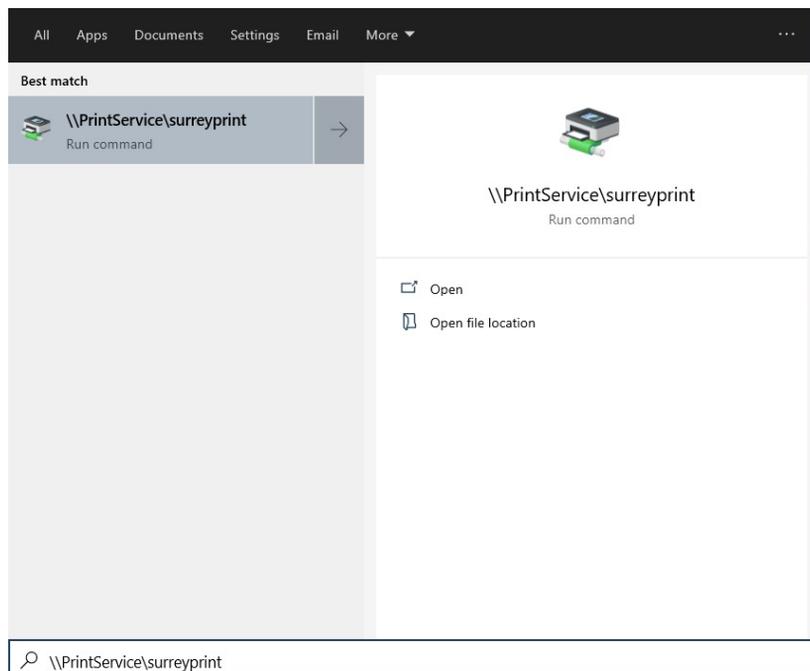
ADDING THE SURREYPRINT QUEUE TO YOUR DEVICE

1. Click on the Windows 'Start' icon.



2. Type `\\PrintService\SurreyPrint`

3. A 'SurreyPrint' driver will appear. Click on this to begin installing.



4. When prompted enter your device credentials and click 'OK



5. The printer settings will begin to install.



6. Once this has completed you will be able to print from any applications in the usual 'File > Print' options.

NOTE: To install the print queue you **must be connected** to the eduroam Wireless Service.

If the full path does not work type `\\printservice.surrey.ac.uk` and press enter then double click on the printer in the list called SurreyPrint

