Connect to an ODU Printer or MFP from a Managed Machine (Windows)

This guide is for ODU faculty and staff who need to connect to an ODU printer from an ODU-managed Windows computer.

1. Select **Start** and access the search feature.

2. Type in the name of the desired group of printers and hit **Enter** to run the search:
   
a. For Academic Network Printers, search `\acad1print`

   ![\acad1print](image)

   b. For Administrative Network Printers, search `\admin1print`

   ![\admin1print](image)

   c. For Konica Minolta MFPs in Academic areas, search `\acad.print.odu.edu`

   ![\acad.print.odu.edu](image)
d. For Konica Minolta MFPs in Administrative areas, search \\admin.print.odu.edu

3. Locate the desired printer and double-click the name of the printer.

Your network printer drivers should now install. You should now be able to print to the desired printer.

e. For Xerox MFDs, search \\QUEEN