

## JÖNKÖPING UNIVERSITY

IT Helpdesk Jönköping University Manual Skapad av Aletom Updated [2024-03-19]

## How to add a JU-Printer on a Private PC with Windows.

First you need to be connected to Eduroam the Schools Wifi.

Then you open up a new windows in Explorer

Type in the address <u>\\ju-printq.ju.se</u>

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You will be prompted to type in your username.

Start the username with: **ad\xxxx24xx** 

Then type in your password.

Scroll down on the list to find the JU-Print printers (The others are locked)



Double click on any of these 4 printers and they are now added to your computer.

If this doesn't work then you might need to go to Credentials Manager in the control panel and add the credentials manually.

Credential Manager				- 0 ×
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Control Panel Home	Manage your credentials			•
	View and delete your saved logon information	for websites, connected applications and networks	5.	
e	Web Credentials	Windows Credentials		
s	Back up Credentials Restore Credentials			
	Windows Credentials	Add a Window		
	No Windows credentials.			
-	Certificate-Based Credentials	Add a certificate-base	d credential	
	No certificates.			
	Generic Credentials	Add a generi	c credential	

## Same address – ju-printq.ju.se

## ad\username

📓 Add a Windows Credential		- O X
$\leftarrow$ $\rightarrow$ $\checkmark$ $\uparrow$ $\blacksquare$ « User Accounts $\rightarrow$ Credential Manager $\rightarrow$ Add a Wi	ndows Credential ~ C Search Control P	anel $ ho$
Type the address of the we Make sure that the user name and p	bsite or network location and your credentials assword that you type can be used to access the location.	
Internet or network address (e.g. myserver, server.company.com	n): ju-printq.ju.se	
User name:	ad\alto21gh	
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