

# Getting Started

## Installing Lab Printers on Your Windows Laptop – NDC



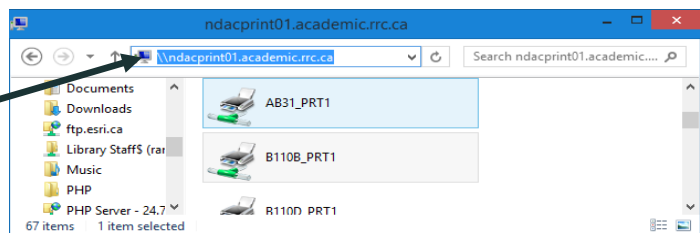
### Install the Papercut Client

Go to <http://blogs.rrc.ca/its/help-resources/install-papercut-on-your-device/>




Follow the directions on the guide. You need the Papercut client to ensure you are able to print. *Please note, you will be required to restart your laptop once Papercut is installed, and this may take extra time.*

### Set-Up Printers

Open a File Explorer window and go to `\\ndacprint01.academic.rrc.ca`.



The three Notre Dame Campus Library printers are:

- BITR\_PRT3**  
 (Located in the Library Computer Lab)
 
BITR\_PRT3
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 (Located in the Library Computer Lab)
 
BITR\_PRT4
- NDC\_LIB\_EQ\_Copier**  
 (Colour Printing capable. Located near the group work area)
 
NDC\_LIB\_EQ\_Copier

### Authentication

When requested to authenticate to the server, use your normal RRC username and password. Make sure you include “academic\” in front of your username.



Example:

**Username:**

academic\jdoe45

**Password:** your regular password

Double-click on each printer you wish to install. If you are asked to authenticate, refer to the box in the right.

Note to Library Patrons: There are additional technical instructions available on the ITS site:

<http://blogs.rrc.ca/its/help-resources/>