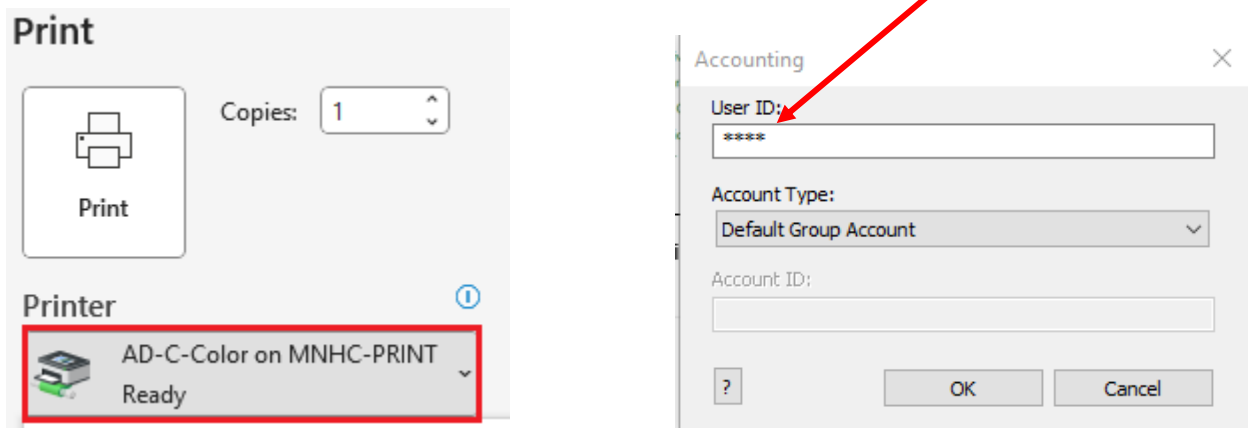


## How to Print to the Color Printer

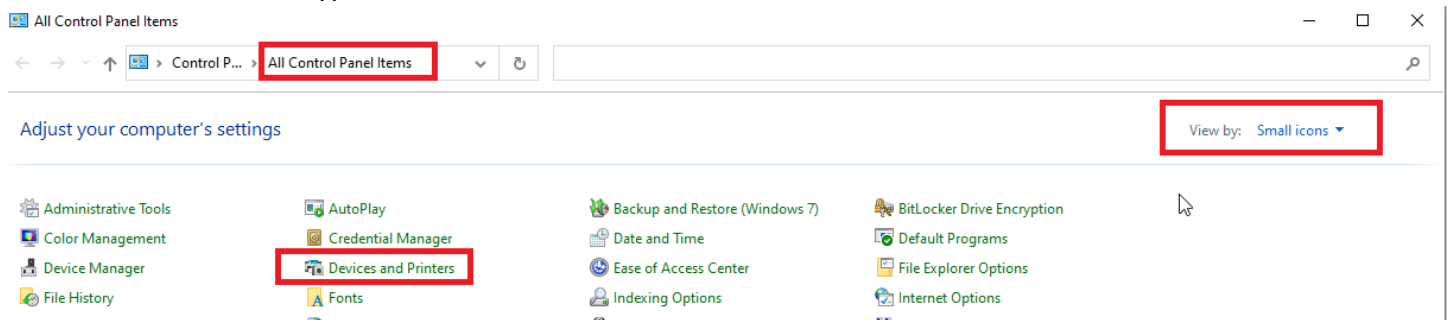
When printing in Color, you are required to enter a passcode on a new window popup (Shown Below). This window is **behind** a Newly created Office 365 advertisement. Search for the Windows that is shown below and type in the code: **8698**



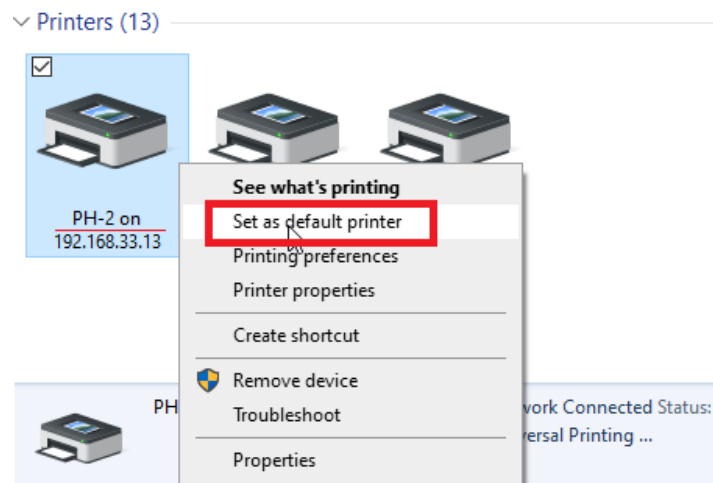
### I Tried Printing From EPIC, But It Is Not Working – See Below for Windows 10

IF YOU ARE PRINTING COLOR PRINTOUTS FROM **EPIC**, YOU NEED TO MAKE THIS PRINTER YOUR DEFAULT PRINTER

Click the Start Button, Type **Control Panel**



Right-click on the printer labeled **AD-C-Color** printer and set to **Default** to print to EPIC

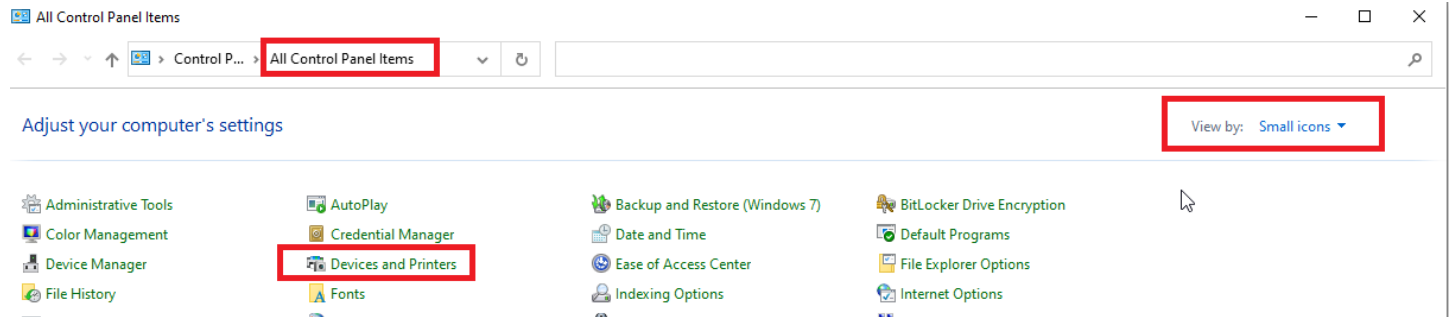


If you receive an error, try again.

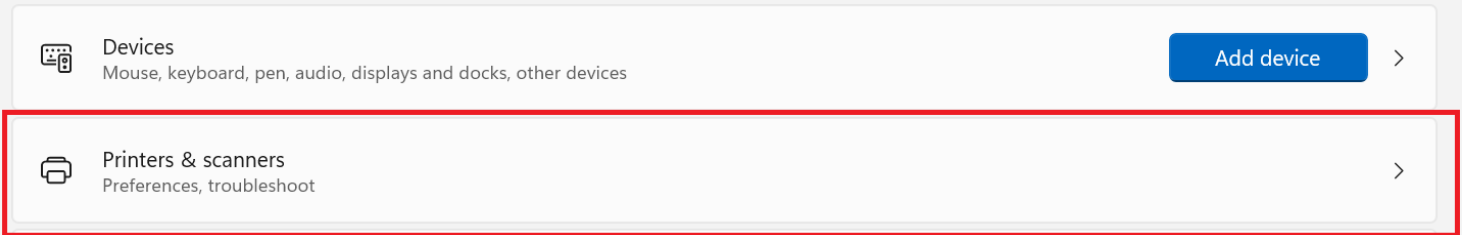
If you still have an error, or the printer is already installed, I suggest a reboot. If still fails, submit a DAS ticket.

# Windows 11

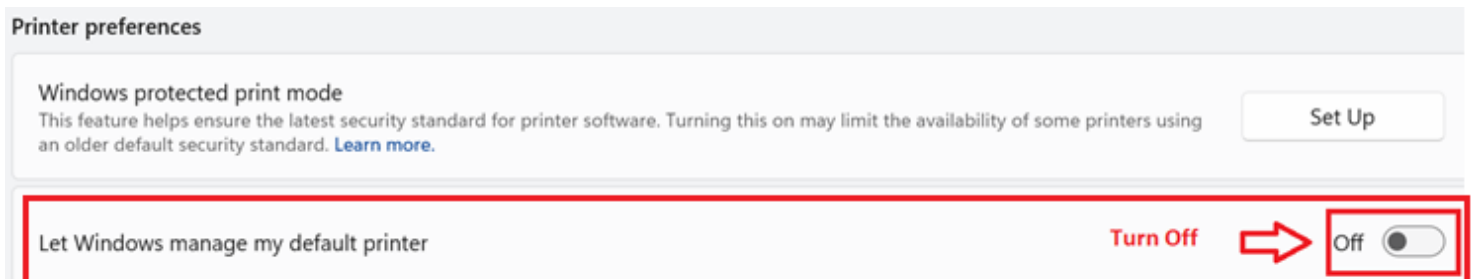
Last step: Click Start Button, Type **Control Panel**




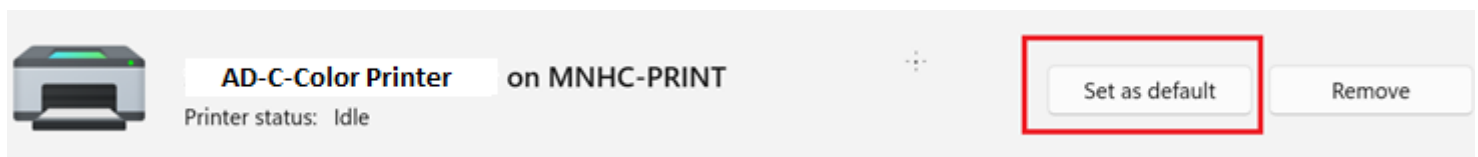
## Bluetooth & devices



Scroll down  and Turn Off *“Let Windows Manage my default printer”*



Scroll Up  to Select the installed printer you wish to make your **Activate/Default**.  
And Select **“Set as Default”**



Your printer selection and settings will remain the same when you log in next time.