Connect to a network printer Windows 7

Start, Devices and Printers

Click Add a Printer
Click Add a Network, Wireless or Bluetooth Printer

The printer that I wanted isn’t listed
Find a Printer in the Directory, and then click next

Expanding the screen makes finding the printer in the list easier to identify.
Double click on the printer you want and it will be added

Windows Printer Installation

Connecting to Audit - Ricoh MP 301 SPF on APP3.admin-ad.state.nv.us

Looking for a driver...

[Image of printer installation window]
You have the option to set it as your default printer and to print a test page, Click Finish

You've successfully added Audit - Ricoh MP 301 SPF on APP3

Set as the default printer

To check if your printer is working properly, or to see troubleshooting information for the printer, print a test page.

Print a test page

Finish  Cancel