

## **INSTRUCTION FOR THE INSTALLATION OF SAMSUNG LASER PRINTER AND SCANNER**

**User name for the lap top – its  
Password – password**

**NB. Use lap top at least once a week otherwise the battery will be  
exhausted which cannot be charged.**

1. Pull open the front panel by pressing both the side.
2. Cut the plastic cover
3. Pull out the toner using the toner handle. (Slightly lifting up)
4. Remove the plastic cover completely (Do not touch the green coloured drum)
5. Insert the toner in to the printer through the groove
6. Ensure that a locking sound is heard
7. Close the front panel cover
8. set the tray according to the paper size.
9. Connect the power code. (Use a power code of the computer or monitor, if 15A power socket is not available)
10. Connect the data cable. (The USB to the USB port of the computer.)
11. Switch on the power switch at the back side just above the power code.
12. Switch on the computer
13. Found new hardware dialogue box will appear at the right side of the task bar
14. Click the balloon (Dialogue box)
15. Insert the driver CD in to the CD drive.
16. Install the driver CD giving correct response to the wizard.
17. Click finish the installation

### **CHECKING THE TEST PRINT**

1. Start → Settings → Printers and faxes → right click the Samsung printer icon → Properties → printing preferences → lay out → Portrait → Size A4
2. Click graphics tab → 600 dpi → Darkness → Light → Apply → OK
3. Click the Print test page button → OK

## **MAKING DEFAULT PRINTER**

Start → Settings → Printers and faxes → Right click the desired printer icon to be made default → Make default Printer.

## **SCANNER**

1. Connect the scanner to the computer; slide the switch under the scanner to the on side. Put the Driver CD in to the Drive and install (typical )
2. Restart the system
3. My computer → Double Click the Scanner → Select the scanner option put something to the scanner you want to scan → Click Preview → Click scan and save the file by giving a name and location.