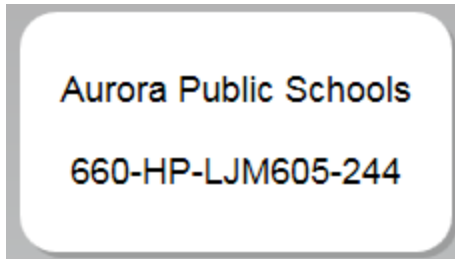


Locating Your Printer

If you are not in a group that automatically populates the printers for your site, you will need to manually map the printers that you use.

In order to find your printer, locate the APS printer label on the front of your device. It should look similar to this



Next, locate your site in the list below and click on the corresponding link to the server for your site.

Sites by Server					
\\papercut00	\\papercut01	\\papercut02	\\papercut03	\\papercut04	\\papercut05
104 Altura	116 Fulton	118 Jamaica CDC	251 Columbia	260 West	All Ricoh Copiers
105 Arkansas	117 Iowa	128 Lyn Knoll	252 East	362 VPP	
107 Century	119 Fletcher	131 Meadowood CDC	254 Mrachek	370 Central	
109 Clyde Miller	120 Jewell	134 Paris	256 North	374 Hinkley	
110 Crawford	121 Tollgate	135 Peoria	258 South	376 Rangeview	
111 Dalton	122 Kenton	136 Park Lane	372 Gateway	640 ESC 1&2	
112 Dartmouth	124 Lansing	137 Quest	378 William Smith	650 ESC1&2	
114 Elkhart	132 Montview	138 Sable	477 PTC		
115 CDC Laredo	140 Sixth Avenue	139 Side Creek			
126 Laredo	141 Vassar	206 Boston			
668 PLCC	142 Vaughn	227 Murphy Creek			
700 Facilities	144 Virginia Court	233 Mosley			
729 IT / Warehouse	146 Wheeling	530 VPE			
730 IT / Warehouse	148 Yale	600 ESC 4			
770 Transportation	208 Frontier	626 Crossroads			
	250 Aurora Hills	660 ESC 3			

Find your printer in the list and double click. You will be automatically connected to that device.