You can print content from your Chromebook at home, but you have to do it differently than how you print from Windows PC or Apple computer. To print from your Chromebook, you must connect to a Google service called Google Cloud Print. You can connect to Google Cloud Print directly from a Cloud Ready printer, or if you have an older, non-Cloud Ready printer, you can use a Windows or Apple device as a 'gateway' to Google Cloud Print and print documents on the printer connected to that Windows or Apple computer.

Printing with a Cloud Ready Printer

If your printer is Cloud Ready, follow the manufacturer's setup instructions or follow this link => <u>Cloud Ready</u> <u>Printers</u>

Printing with a non-Cloud Ready Printer

If your printer is not classified as Cloud Ready but is connected to your local network, you can set it up for use with your Chromebook by following these steps. Unfortunately, you will also need a Windows or Mac computer on your network in order to establish a connection to Google Cloud Print.

- 1. Power on your printer if it is not already running.
- 2. On your Windows or Mac computer, download and install the Google Chrome browser (*google.com/chrome*) if it is not already installed. Open the Chrome browser.
- 3. Click on the Chrome menu button, located in the upper right-hand corner of your browser window and represented by three vertically-aligned dots. If Chrome requires your attention for an unrelated reason, these dots may be temporarily replaced by an orange circle containing an exclamation point.
- 4. When the drop-down menu appears, click on the Settings option.
- 5. Chrome's settings interface should now be displayed, overlaying your browser window. Scroll to the bottom of the page and click on the *Advanced* link.
- 6. Scroll down again until you locate the section labeled *Printing*. Click on *Google Cloud Print*. Click on *Manage Cloud Print Devices*. Note that you can bypass steps 3 through 6 by entering the following syntax into Chrome's address bar (also known as the Omnibox) and hitting *Enter*: chrome://devices.
- 7. If you are not already logged in to your Google account, click on the *sign in* link found at the bottom of the page under the *My devices* heading. When prompted, enter your Google credentials to continue. *It is important that you authenticate with the same Google account that you utilize on your Chromebook.*
- 8. Once logged in, a list of available printers should be displayed under the *My Devices* heading. Since you're following this tutorial, we'll assume that your classic printer is not in this list. Click on the *Add printers* button, located under the *Classic printers* heading.
- 9. A list of printers available to register with Google Cloud Print should now be displayed, each accompanied by a checkbox. Ensure that a check mark is placed next to each printer that you wish to make available to your Chromebook. You can add or remove these marks by clicking on them once.
- 10. Click on the *Add printer(s)* button.
- 11. Your classic printer is now connected to Google Cloud Print and tied to your account, making it available to your Chromebook.

The following links further demonstrate how to add a non-Cloud Ready Printer.

https://support.google.com/chrome/answer/1069693?hl=en

https://www.youtube.com/watch?v=3ijOhaoI76c&feature=youtu.be