Login: You must be logged in with your email credentials to view pages in this system. For Username use only the part of your email before the @.
Example: jdoe@example.org → jdoe

Devices

- Printer Installation Steps

Printer Installation Steps

- **Step 1)**

Connect to Faculty Wi-Fi (pwd: sssaventina34)

- **Step 2)**

Click Windows/Settings/Bluetooth&devices/Printers&scanners

- **Step 3)**

Click on Add Device

Windows will scan the network and should find two network printers:

RICOH IM 5000 [583879925BBA] - Outside Faculty Room

RICOH IM 5000 [583879925EB6] - Outside Classroom 1-1

- **Step 4)**

Select the printer and print a test page.

If the test page does not print, open a ticket and IT Support will assist you