Enterprise Print Management Lab notes (1)

Install the Print and Document Services server role

2. In Server Manager, on the menu toolbar, click **Manage**.
3. Click **Add Roles and Features**, click **Next**.
4. Click **Role-based or feature-based Installation**, click **Next**.
5. On the **Select destination server** page, click the server on which you want to install the Print and Document Services, and then click **Next**.

    The default server is the local server.
6. On the **Select Server Roles** page, select **Print and Document Services**.
7. In the Add Roles and Features Wizard, click **Add Features**.
8. On the **Select server roles** page, click **Next**.
9. On the **Select Features** page, click **Next**.
10. On the **Print and Document Services** page, review the Notes for the administrator, and then click **Next**.
11. On the **Select role services** page, click **Next** until the **Confirm Installation Selections** page appears.
12. Click **Install** to install the required role services.
13. Click **Close**.

Installing a printer

1. In Server Manager, click **Tools**, and then click **Print Management**.
2. Expand **Printer Servers**, expand **LON-SVR1 (local)**, right-click **Printers**, and then click **Add Printer**. The Network Printer Installation Wizard starts.
3. On the **Network Printer Installation Wizard** page, accept **Add a TCP/IP or Web Services Printer by IP address or hostname**, and then click **Next**.
4. Change the **Type of Device** to **TCP/IP Device**.
5. In **Host name or IP address**, type **172.16.0.200**, press Enter, clear **Auto detect the printer driver to use**, and then click **Next**.
6. Under **Device Type**, accept **Generic Network Card**, and then click **Next**.
7. Click **Install a new driver**, and then click **Next**.
8. Click **Microsoft** as the Manufacturer, (scroll down to find Microsoft), under **Printers**, click **Microsoft XPS Class Driver**, and then click **Next**.
9. Double click on All Printers, Change the **Printer Name** to **Branch Office Printer**, and then click **Next**.
10. Click **Next** two times to accept the default printer name and share name, and to install the printer.
11. Click **Finish** to close the Network Printer Installation Wizard.
12. In the Print Management console, right-click the **Branch Office Printer**, and then click **Enable Branch Office Direct Printing**.
13. In the Print Management console, right-click the **Branch Office Printer**, and then select **Properties**.

.   Click the **Sharing** tab, select **List in the directory**, and then click **OK**.

Enterprise Print Management Lab notes (2)

Configure printer pooling

1. In the Print Management console, right-click **Ports**, and then click **Add Port**.
2. In the **Printer Ports** dialog box, click **Standard TCP/IP Port**, and then click **New Port**.
3. In the Add Standard TCP/IP Printer Port Wizard, click **Next**.
4. In **Printer Name or IP Address**, type **172.16.0.201**, and then click **Next**.
5. In the **Additional port information required** dialog box, click **Next**.
6. Click **Finish** to close the Add Standard TCP/IP Printer Port Wizard.
7. Click **Close** to close the **Printer Ports** dialog box.
8. In the Print Management console, click **Printers**, right-click **Branch Office Printer**, and then click **Properties**.
9. In the **Branch Office Printer Properties** dialog box, click the **Ports** tab, select **Enable printer pooling**, and then click the **172.16.0.201** port to select it as the second port.
10. Click **OK** to close the **Branch Office Printer Properties** dialog box.
11. Close the Print Management Console.

Install a printer on a client computer

1. On LON-CL1, in the task bar, click the File Explorer icon. Click the up arrow and click **Control Panel**.
2. In Control Panel, under **Hardware and Sound**, click **Add a device**.
3. In the **Add a device** dialog box, click **Branch Office Printer on LON-SVR1**, and then click **Next**.

   The device installs automatically.

Results: After completing this exercise, you will have installed the Print and Document Services server role and installed a printer with printer pooling

End of Lab