How to install the biostatcolor1 printer on Windows computers

These instructions refer to biostatcolor1 as the printer being installed. Substitute “biostatcolor2”, “biostatcolor3”, etc. as appropriate.

Click on the start button and then click on “Devices and Printers”. A window similar to this will appear.
Click on “Add a printer”

When the “Add Printer” window appears, click on “Add a local printer”
Select “Create a new port” and set “Type of port” to “Standard TCP/IP Port”

Click Next
Enter the Hostname as “biostatcolor1.dhcp.mc.vanderbilt.edu” and the Port name as “biostatcolor1.dhcp.mc.vanderbilt.edu_1”. Make sure the “Query the printer...” box is checked.

Click Next
If you already have a printer of this type installed (biostatcolor2, biostatcolor3) you will see this screen. Select “Use the driver that is currently installed” and click Next.

Which version of the driver do you want to use?

Windows detected that a driver is already installed for this printer.

- Use the driver that is currently installed (recommended)
- Replace the current driver

It will take a while for the printer driver installation to complete. That should be it.