<u>Step 1 – Remote Desktop as a Local Resource</u>

Perform these steps on the local computer

- 1. On the local PC, open Remote Desktop Connection (RDC)
- 2. Enter the IP address of RDP server you want to connect to
- 3. Click Options
- 4. Click the Local Resources tab
- 5. Place a check mark in Printers in the Local devices and resources section.

-Local devi	I devices and resources Select the devices and resources you want to use in your remote session:	
	Printers	🔽 Clipboard
	More	

- 6. Click Connect, enter your username and password details if required and allow it to bring up the desktop
- On the remote PC, check to see if the printer is visible as an icon in the Devices and Printers
 > Printers screen
- 8. If the printer installed correctly, then you're finished! If not, then continue to logoff the RDP connection & login again.

