

Pelham Public Schools
Chromebook Support Resources
How to Print from a Chromebook

Background:

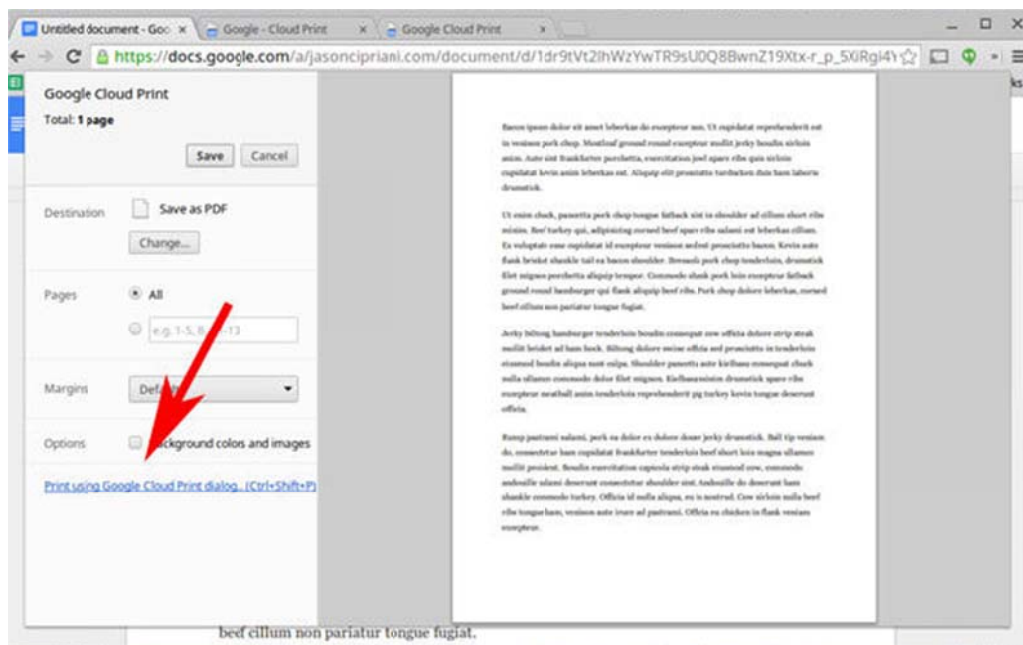
Chromebooks print through a service called Google Cloud Print. Not all printers are compatible with this service. This document will assist you in connecting your Chromebook to a Google Cloud Print enabled printer. Teachers have been encouraged to accept electronic submissions of assignments; however, if you have the correct printer (a Google Cloud Print connected printer) you will be able to print paper copies of documents. Please follow these steps and suggestions. If you do not have a Google Cloud enabled printer, you will be unable to print from your Chromebook. As always, it is possible to save the document to your Pelham Google Drive and print when you arrive at school.

Find out if your printer is Cloud Ready:

1. Navigate to this website <http://www.google.com/intl/en/cloudprint/learn/printers.html#>
2. Select your printer make and model from the list
3. Follow the steps to set up your printer from the section below entitled "Printing from a Google Cloud Print connected printer"
 - a. This step may require you to have knowledge of your home network settings
 - b. This step is different depending upon which home printer you have, Pelham Technology Support staff cannot assist you in connecting your home printer to the Google Cloud Print configuration

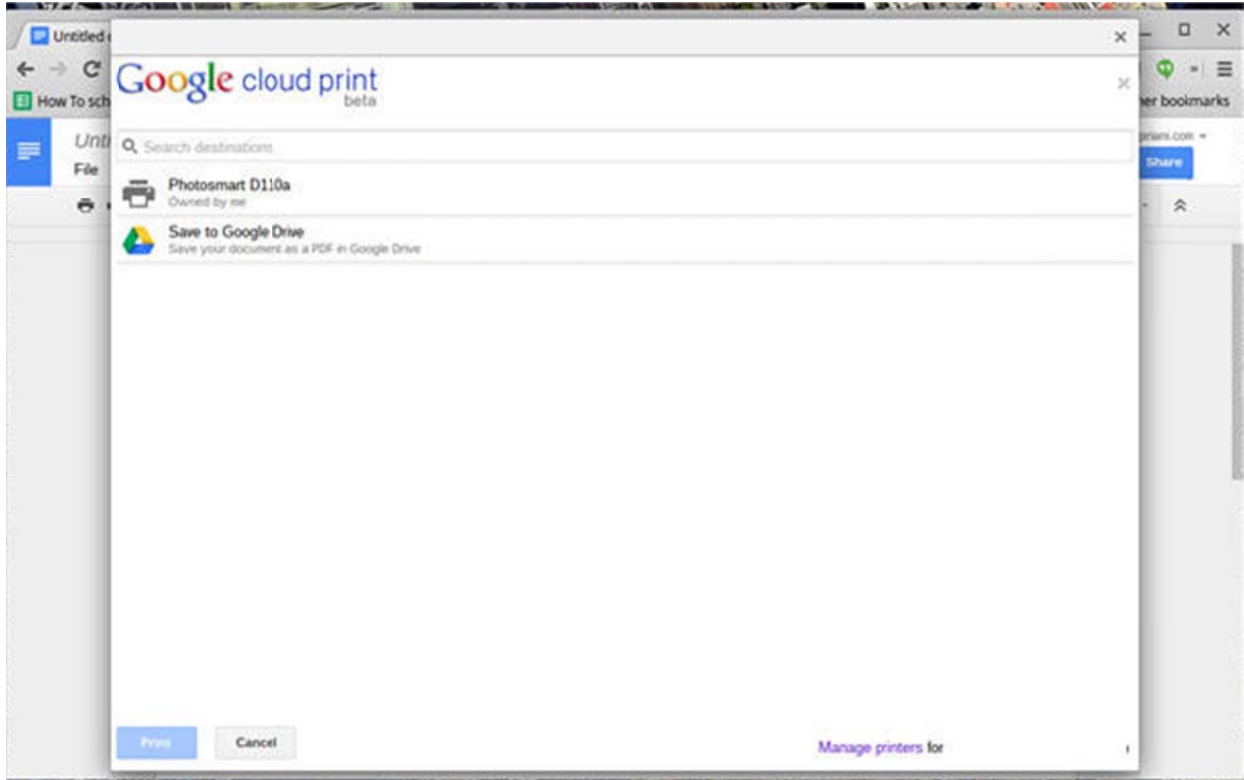
Printing from a Google Cloud Print connected printer:

1. Set up your printer according to Google's Cloud Print page above
2. After connecting a printer to Cloud Print, you're ready to print from your Chromebook. You can either select File > Print in the menubar, or use the keyboard shortcut of Ctrl + P. A print dialogue like the image shown below will present itself. Instead of clicking on Save, click on the small link at the bottom of the screen that begins with "Print with Google Cloud Print..." Alternatively you can use Ctrl + Shift + P to directly open the Cloud Print dialogue.



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3. Finally you'll be presented with a list of available printers to select from. Click on the printer you want to use, make sure the settings are to your liking and click "Print. Please see the screenshot below.



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