

Installing a printer in Windows XP: Windows XP had a decent PnP (Plug and Play) support. This feature lets the OS quickly recognize the devices added to the machine.

When we add a printer to the computer, it gives a balloon in the notification area, notifying that a new hardware has been added. Now we move in to the control panel following the steps as given below:

- 1.** Click on 'Start' and open control panel.
- 2.** Open 'Printers and faxes' and click on 'Add Printer'.
- 3.** The 'Add Printer' wizard opens up. Here click 'Next'.
- 4.** Now if the printer is added, select 'Auto detect' otherwise select 'Add a local printer'.
- 5.** Now click 'Local Port' and then click 'Next'.
- 6.** Installation begins.

Once installation is complete, the 'print test page' dialog box appears. We can click on 'print test page' button to test whether the printer is working properly or not.

General troubleshooting in printers: Though every printer has its own logic to work, a general troubleshooting can be done with all. If the printer is not working, following may be the reason:

- 1.** Power cable of the printer may be faulty.
- 2.** USB cable of the printer can be faulty.
- 3.** Printer driver might not be installed.
- 4.** Printer driver might be removed or corrupted.
- 5.** Upper lid of the printer might be open.
- 6.** There might be a paper jam in the printer.
- 7.** There might be any unsuccessful print job in the queue.

General maintenance in printers: Following are the general maintenance activities that we should perform regularly:

- 1.** Keep the printer away of dust and moisture.
- 2.** Power fluctuation must be avoided.
- 3.** Loose power connection must be avoided.

4. The table on which printer is kept, should not be shaky.
5. Paper tray should be kept clean.
6. Whether it is an inkjet printer or it is a LASER printer, its cartridges/toner must be refilled properly.
7. Nozzles of cartridges in inkjet printers must be cleaned weekly or monthly.

Assignments:

1. Why do we need to install a printer? What is a printer driver?
2. List out any five tips for general printer maintenance.