1. Open up a Chrome Browser
2. In the top right corner of your screen select the three snowballs icon

3. Click the settings option

4. Scroll down and select Make Google Chrome the Default Browser

5. On the bottom right hand side of your screen click the Printer logic icon.
   a. Printer Icon may be hidden underneath carrot option
   b. (Alternatively) open this website in chrome: http://presswork.ems.esdk12.org/

6. Click the install button on Install Chrome Extension dialogue box
7. Click the green add to chrome button on new page

8. Click the add Extension button on grey popup.

9. Hover over printer icon corresponding to printer’s location.

10. Click top grey install printer button.

11. Check the bottom white box if you would like to make the printer your default option

12. Click yes to Install Printer