**Copier Set up as a Printer on your machine**

At the start bar on your computer, copy this hyperlink : [\\dis-prnsvr](file:///%5C%5Cdis-prnsvr%5C) **(highlight-right click and copy)**

A window will pop up with a "FollowYou" icon, **double**click the icon.

After a bit of time a window will pop up. This means the FollowYou printer has been installed. Under "Devices and Printers" in the control panel right click the FollowYou printer and set it as your default printer.

This procedure installs the "Followyou" printer only for you/your account on the PC you installed it on. Any other user logging in to your PC will also have to install "FollowYou" printer.