This article will guide you through adding one or more print queues to Google Chromebooks and the Google Chrome Browser. Once the printers are added to your gmail account one time the setup is complete. It is not necessary to add printers a second time after they are added once.

If teachers or students wish to print from their personal devices to the school printers this is currently the only supported method. Users will install google Chrome and follow these directions to print from their personal devices.

**Accessing Google Cloud Printers website**

Go to your schools home page and, under the quick links on the left side of the page and click the Google Cloud Printers link
Adding Printer

Click the link of the printer that you need to add.

Google Cloud Print

Peach County School District utilizes PaperCut Print Management software to manage user printing. The links below are associated with and linked to the various queues that the users will be familiar with. To use Google Cloud Print in Google Chrome and on the Chromebooks, please click the link below that corresponds to the printer that you need to print to and then add it to your Peacheschools Google Account.

To add the Ricoh Black and White Queue to a device click HERE
To add the HP Black and White Queue to a device click HERE
To add the HP Color Queue to a device click HERE
Sign into your Peachschools.org Gmail account

One account. All of Google.

Sign in to continue to Google Cloud Print

John Doe
jdoe@peachschools.org

Password

Sign in

Need help?
Add Printer

Click the add printer button

Print to **HP Color Queue**

After adding this printer for [jdoe@peachschools.org](mailto:jdoe@peachschools.org), you'll be able to use Google Cloud Print to print to this printer from your PC or mobile device.

Add Printer
Using Cloud Print

On the Google Chromebooks or in Google Chrome, click print as usual then in the destination box click the Change... button

![Print settings dialog box](image)
Google Chromebook Printing

Selecting Printer

Under Google Cloud Print, select the Print Queue that you want to print to.

![Google Cloud Print](image)

Printing Job

Make sure that the print queue that you want to print to is correct and then click print. From this point forward you can release your job as you normally would.

![Print](image)