# Canon Printers and Chromebook: *Complete Guide*

**Setup**   **Print**   **Scan**   **Remove**   **Edit**

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If you are unsure if your printer supports Chromebook, check the list of supported models.

- *Functions and features may vary by printer model.*
- *Please note that scanning requires Chrome OS 89 or later.*

- *To setup and use your printer with Chromebook, your printer must be on and connected to the same Wi-Fi network as your Chromebook or connected with a USB cable.*
- *Actual screens may vary from those shown in this guide.*

**Canon**

# **Setting Up** Your Canon Printer On Your Chromebook
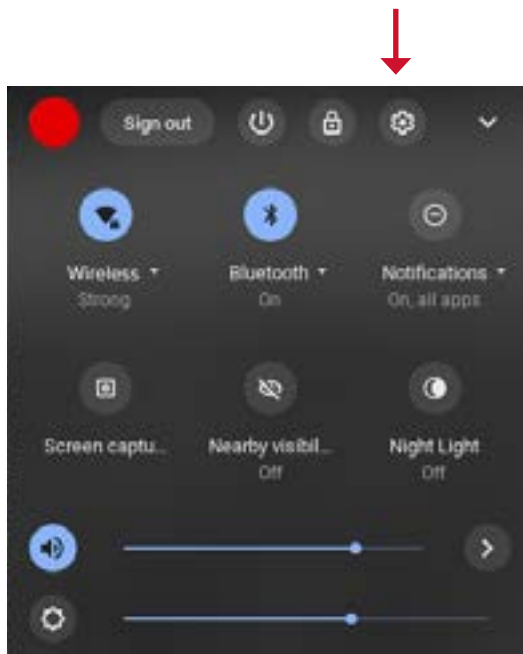
**1** Click the **Status Tray** in the bottom right corner of your **Chromebook Shelf** (the clock area) to open the menu.
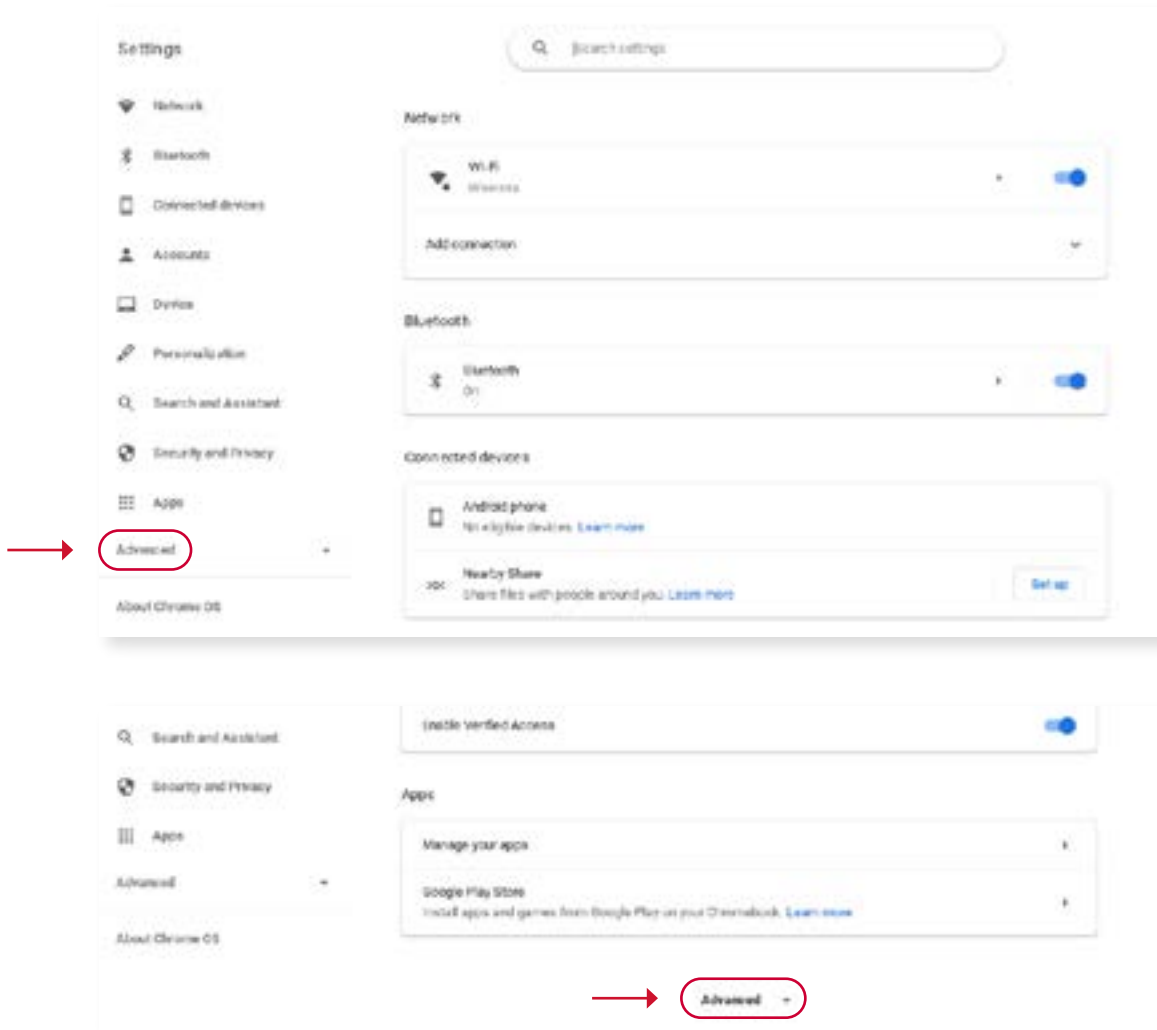
**2** Select **Settings** (gear icon) in the menu to open the **Settings Menu**.

**3** Select **Advanced**, either from the side menu of the settings screen, or by scrolling to the bottom and clicking it.
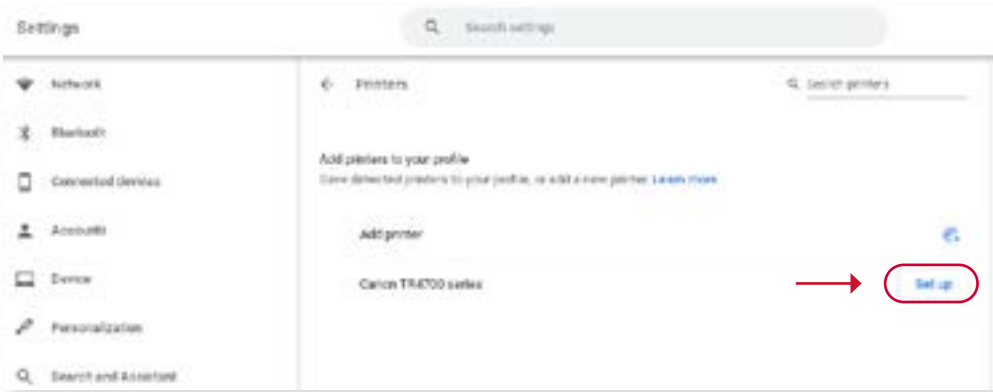


**4** Scroll to the **Print and Scan** section and click on **Printers**.

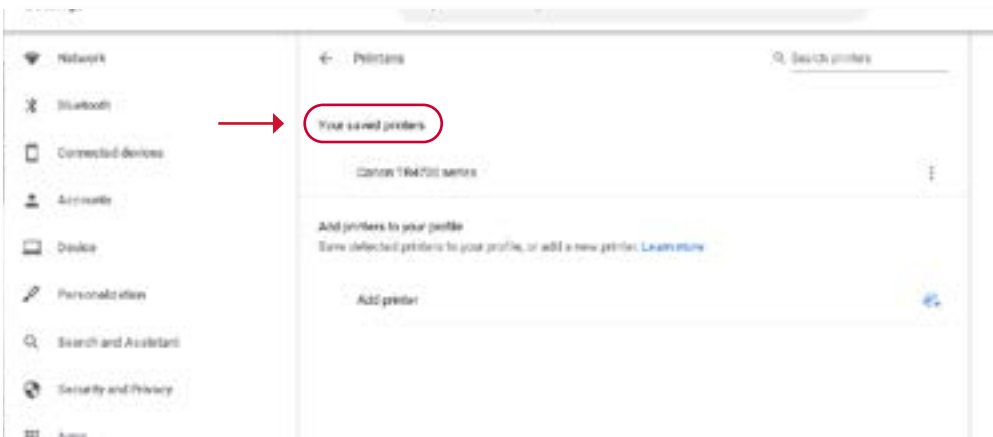**5** Click **Set up** on the printer you are adding to your Chromebook.



Your Chromebook will detect printers connected via **USB as well as WiFi printers** already on the network.

If your printer is not on your network but has an LCD, it is easiest to follow the instructions with your printer to make the connection via LCD.

If you are still having difficulty getting the printer on your network, or your model does not have an LCD, we recommend using the **Canon Print app** on your smart device to complete setup.
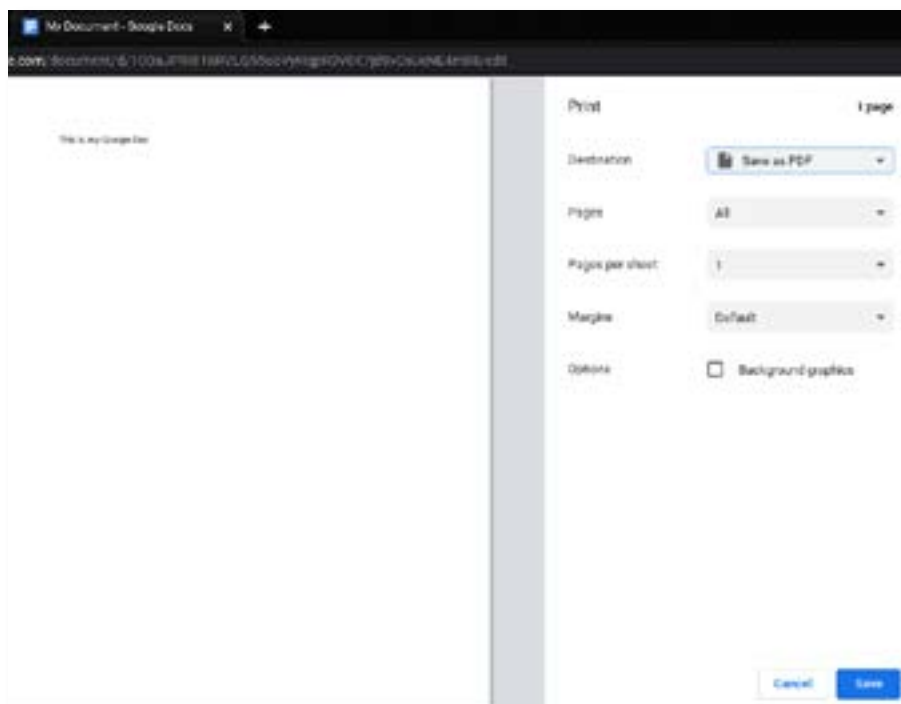
After clicking **Setup**, you will see your printer added to the **saved printers** list.



**Done!** That's it, your printer is set up and **ready to go!**

Setup    Print    Scan    Remove    Edit

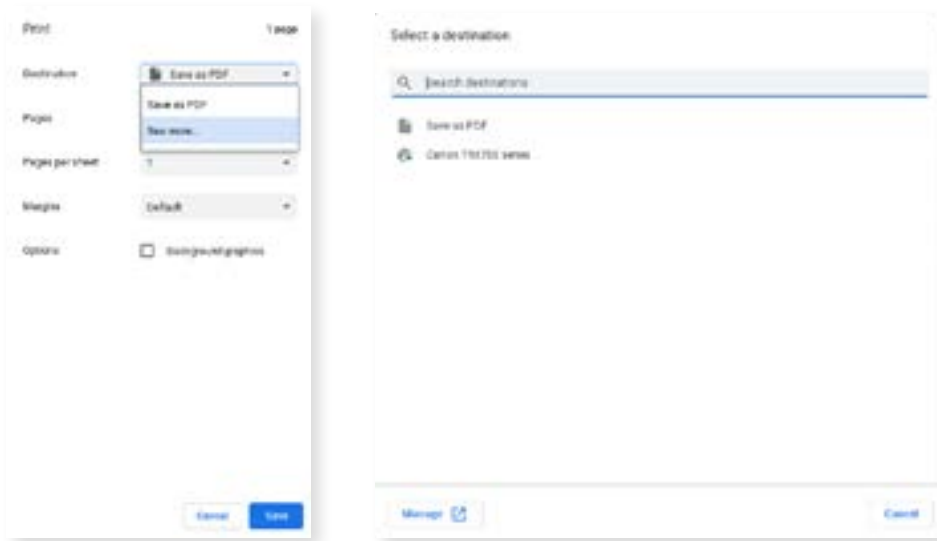# **Printing** With Your Canon Printer and Chromebook

**1** Access the print menu from the application you are using on your Chromebook.



If this is the first time you are setting up a printer, the default **Destination** in the **Print** interface is often **Save as PDF,** and you will need to manually change it to your Canon printer.

**2**

If you do not see the printer in the dropdown, click **See more...** to **Select a destination**, and choose your printer.
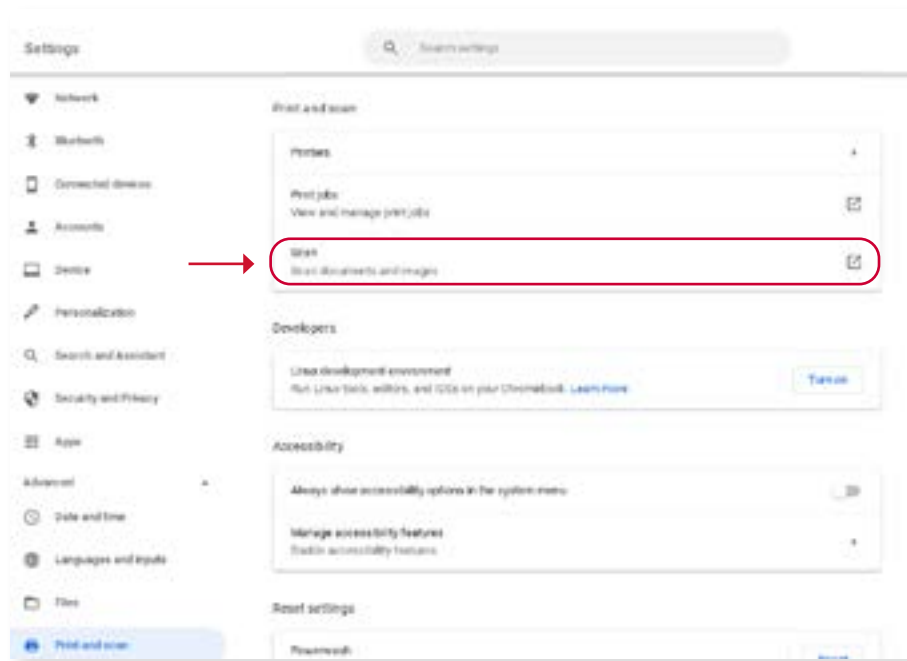


**3**

Once you have your printer as the destination, just adjust your other settings as needed, and click **Print**.

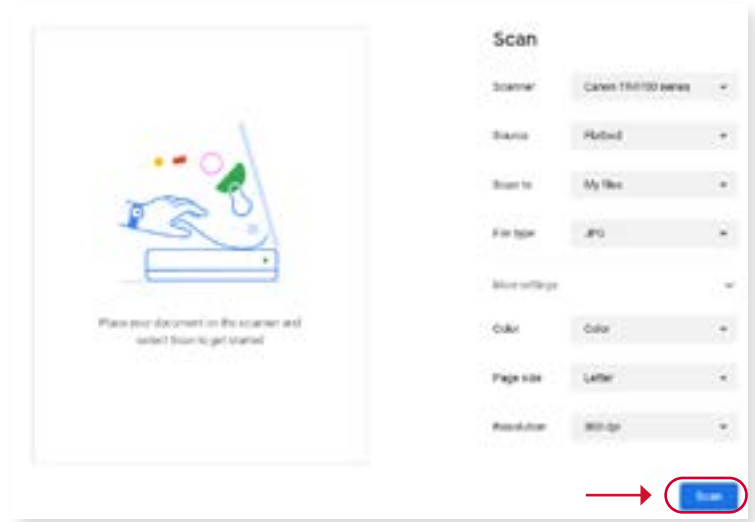# **Scanning** With Your Canon Device and Chromebook

**1**   Go to the **Print and scan** section in the **Advanced Settings**, and click **Scan** to open the scan interface.

*Chrome OS 89 or later required for scanning.*

**2**

Confirm your Canon device is the selected scanner, adjust any other settings as needed, and click **Scan**.

Source options may vary based on your device's capabilities (such as if it has a document feeder).

You can choose between several file types for your scan output.

**3**

Once your scan is completed, you can choose to open the folder containing it, edit it via software on your Chromebook, or click **Done** to exit.
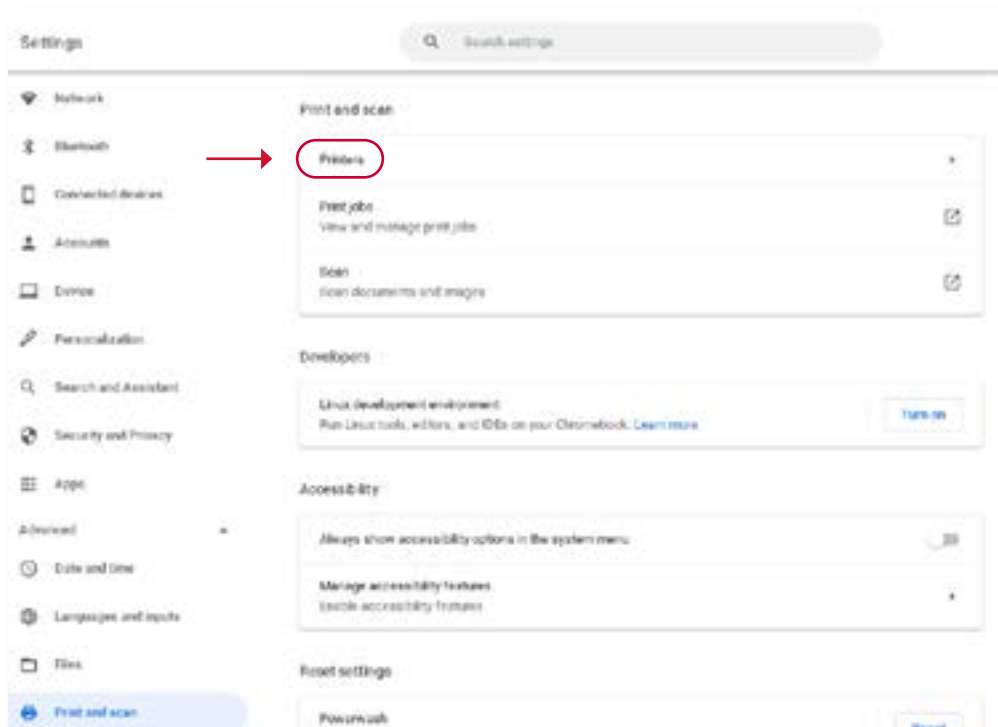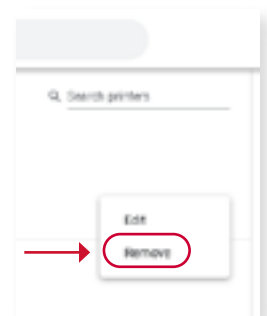
# **Removing** a Printer from Your Chromebook

**1** To remove a printer from your device, go to **Settings** and from the **Print and scan** menu, click **Printers**.



**2** Click the **3 dots** next to the printer you want to remove, and select **Remove** from the dropdown.

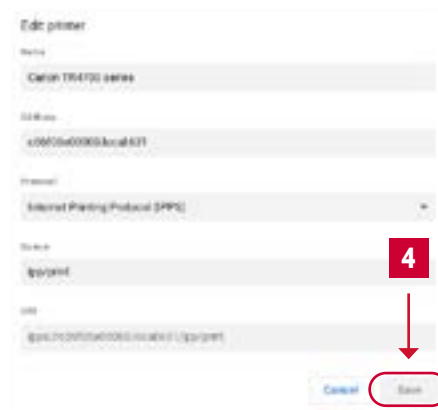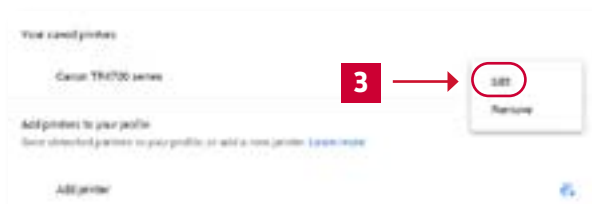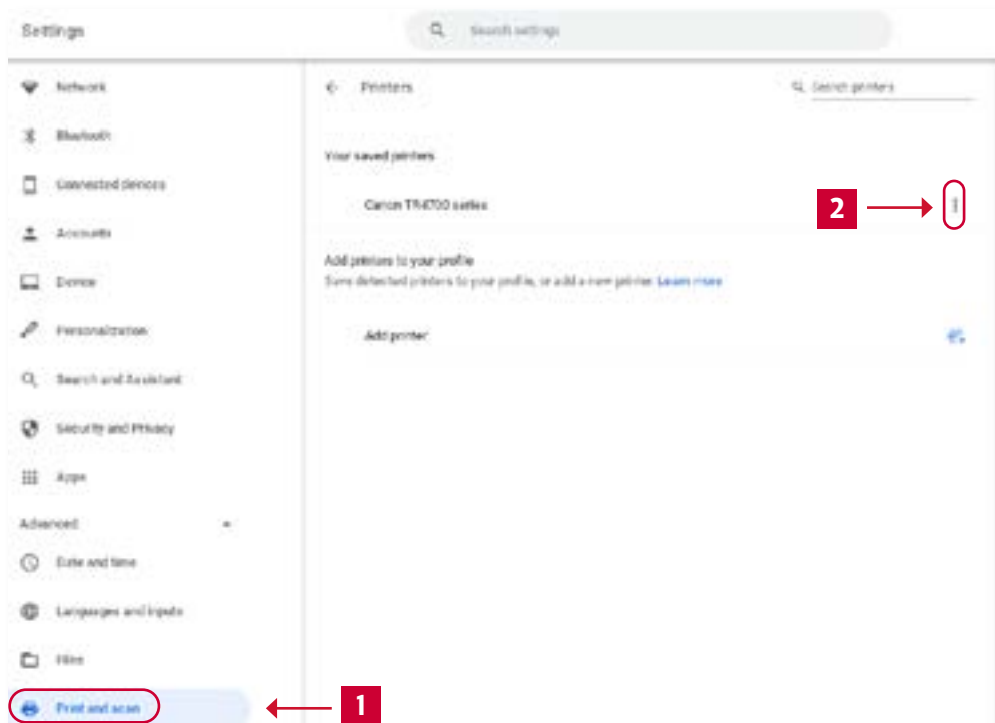# **Editing** the Printer Information on Your Chromebook

*It is strongly recommended that only advanced users manually edit their printer information.*

**1.** Navigate to the saved printers list:  **Settings > Print and Scan > Printers**

**2.** Click the 3 dots next to the printer next to the printer.

**3.** Choose **Edit.**

**4.** Change the printer name or other settings, then click **Save.**