Share your network printer

Applies to: Windows 10

In Windows 10, you can share your printer with many PCs on your network. To share a printer from the PC that the printer is connected to (the primary PC) with secondary PCs that the printer is not connected to, you must set up sharing settings for the printer, connect the printer to the primary PC (either wirelessly or by using a USB cable), and then turn on the printer. Also make sure the primary PC is turned on, connected to the printer, and connected to the network.

Note

When sharing a printer, make sure that sharing settings are set up on the primary and secondary PCs. Also, make sure you know the name of the primary PC. For more info, see the Set up Sharing settings and Find your PC name sections at the end of this topic.

Share the printer on the primary PC

There are two ways to share your printer: using Settings or Control Panel.

Show all

- ✓ Share your printer using Settings
- Share your printer using Control Panel

Connect the shared printer to another PC

There are two ways to connect a shared printer to another PC: using Settings or Control Panel.

Show all

- Connect a shared printer using Settings
- Share a shared printer using Control Panel

Set up Sharing settings

The settings you use to share devices is often turned on by default. If not, follow the steps in this section to turn settings on using settings or Control Panel.

Show all

- Turn on Sharing in Settings
- ➤ Turn on Sharing in Control Panel

Find your PC name

You'll need the name of your primary PC, also called the computer name or device name, to connect the secondary PC to the printer.

Show all

- **→** Find your PC name in Settings
- ▼ Find your PC name in Control Panel

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