Go Devices and Printers, select Add a printer:

Select Add a network, wireless or Bluetooth printer, click Next.

What type of printer do you want to install?

- **Add a local printer**
  
  Use this option only if you don’t have a USB printer. (Windows automatically installs USB printers when you plug them in.)

- **Add a network, wireless or Bluetooth printer**
  
  Make sure that your computer is connected to the network, or that your Bluetooth or wireless printer is turned on.
Select The printer that I want isn’t listed, click Next

Click Select a shared printer by name and type in `\\cru15\pp350_hp400` exactly as illustrated, click next
If you want, you can check the Set as the default printer box and/or Print a test page – then click Finish.

You’ve successfully added pp350_hp400 on cru15

To check if your printer is working properly, or to see troubleshooting information for the printer, print a test page.

Test your printer – you’re done.