

Set-Up-Microsoft

Please remember that the set-up only succeeds, if your computer has been connected to the network of the Jade University (i.e. if you are currently located on campus).

Windows 7

Printer / Plotter

- Type in the appropriate printer server into the address bar of the **Windows explorer** (not the internet explorer!):
 - \\els-ps1.hs-woe.de\ (for all printers in Elsfleth)
 - \\ol-ps1.hs-woe.de\ (for all printers in Oldenburg)
 - \\whv-ps1.hs-woe.de\ (for all printers in Wilhelmshaven)
- Windows-security / Username: [Domänenanmeldung](#) (form: ma1150@hs-woe.de)
- Save login-details
- With the right mouse button, click on the desired printer / plotter and select "Connect"

Multifunctional Devices

- Type in the appropriate printer server into the address bar of **Windows explorer** (not the internet explorer!):
 - \\els-pms1.hs-woe.de\ (for all multifunctional devices in Elsfleth)
 - \\ol-pms1.hs-woe.de\ (for all multifunctional devices in Oldenburg)
 - \\whv-pms1.hs-woe.de\ (for all multifunctional devices in Wilhelmshaven)
- Windows-security / Username: [Domänenanmeldung](#) (form: ma1150@hs-woe.de)
- Save login-details
- With the right mouse button, click on the desired multifunctional device and select "Connect"
 - els-pms-sw for print jobs in Elsfleth in b/w
 - els-pms-color for print jobs in Elsfleth in colour
 - ol-pms-sw for print jobs in Oldenburg in b/w
 - ol-pms-color for print jobs in Oldenburg in colour
 - whv-pms-sw for print jobs in Wilhelmshaven in b/w
 - whv-pms-color for print jobs in Wilhelmshaven in colour

Please consider that you are always charged a coloured print when you select a colour printer, no matter if your document is black and white. Therefore, please always set up both multifunctional devices of your study location.

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