

# HOW TO USE PRINTER WITH YOUR CATERTRAX SITE

## Find Your Printer's Name

You will need to provide the name of the printer to CaterTrax Support to complete your setup with your CaterTrax site.

1. Open a web browser, type your printer's IP address into the address bar, and press enter.
2. Log into your printer using administrator credentials. Every printer is different, so you will need to reference your printer's manual and manufacturer's documentation for sign-in credentials.
3. Click the **Network** tab at the top of the web page.
4. The name should be listed on this page in a **Device Name** field. Notate the device's name.