

## FollowMe Printing

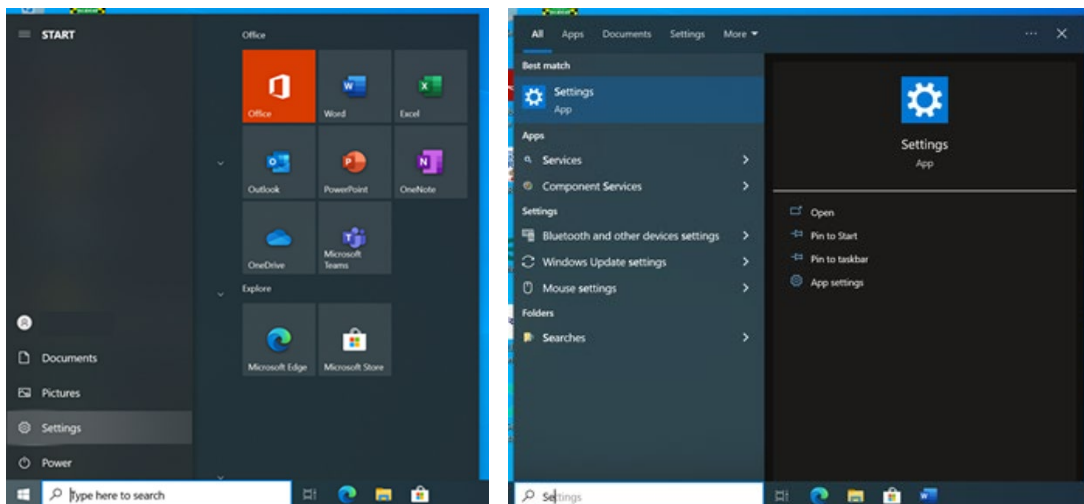
Removing an old device...

This guide will go through the process for removing an old printing device from your computer...

### Step 1.

You'll need to open the **'Settings'** menu first.

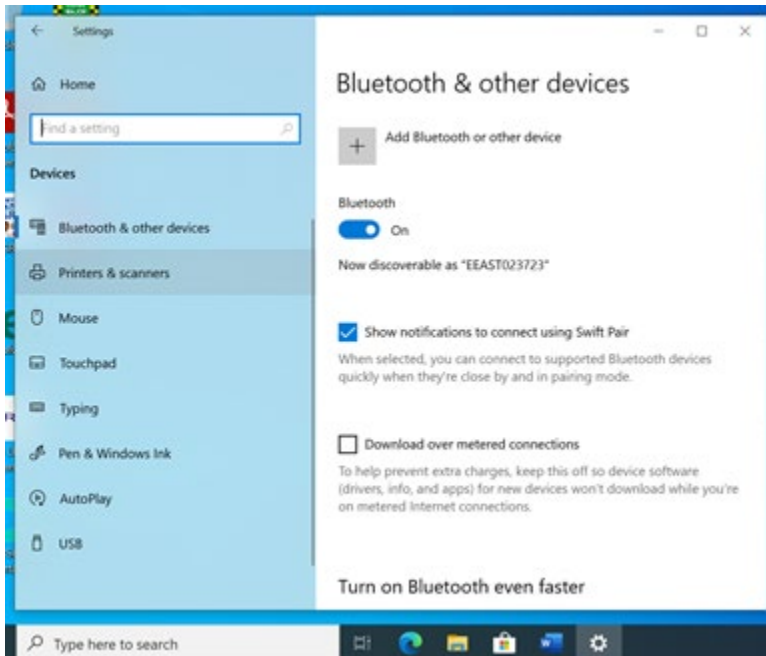
As you can see below, you can do this one of two ways.



Either using the settings cog in your start menu or simply by searching for 'Settings' in the 'Start Menu'

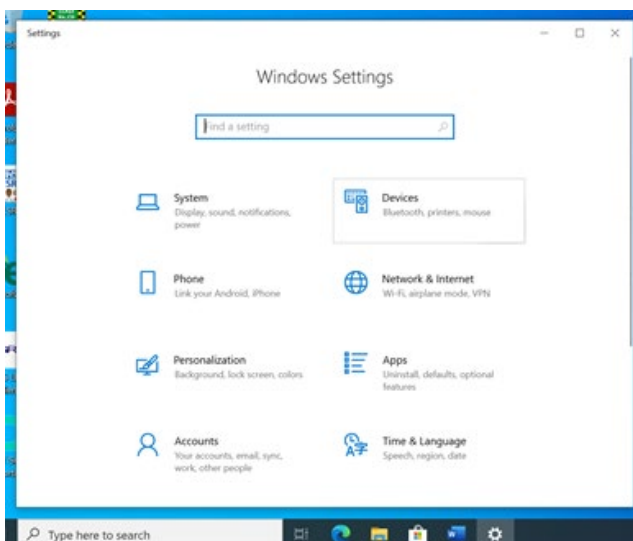
## Step 2.

After accessing the Settings menu, you'll need to select **'Devices'** from the options listed.



## Step 3.

Next you need to click on **'Printers & scanners'** on the left-hand side of the window.



This will take you to a new page where you will be able to see all the Printers that you have currently got installed on your device.

## Step 4.

Once you're able to see all your installed printers, find and select the one you want to remove.

You will then see an option to **'Remove Device'** which you need to select. After a few seconds you should find that the printer has gone from the list.

