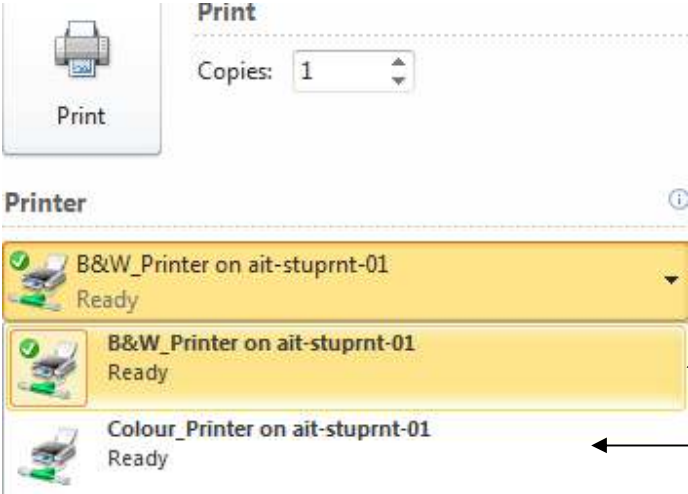


Using Your New AIT Campus Card for Printing

1. Select the printer from the two options



The screenshot shows a printing interface. At the top left is a 'Print' button with a printer icon. To its right is a 'Print' section with a 'Copies: 1' dropdown menu. Below this is a 'Printer' section with a list of three printer options, each with a printer icon and a 'Ready' status:

- B&W_Printer on ait-stuprnt-01 (Ready)
- B&W_Printer on ait-stuprnt-01 (Ready)
- Colour_Printer on ait-stuprnt-01 (Ready)

Two arrows point to the second and third options with the following text:

- An arrow points to the second 'B&W_Printer' option with the text: "This is for black and white printing"
- An arrow points to the 'Colour_Printer' option with the text: "This is for colour printing"

2. Once you have selected the printer from the list above and sent your job(s) to it. You can use any student copier/printer to print your job(s). Simply go to the copier/printer of your choice and insert your card into the reader attached to the copier/printer.

3. Default Display

When not in use the reader alternates between the following screens:



4. Insert Your Card

When you insert your card the reader briefly displays the screen below:



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

5. Printing

If you have no jobs to print, the screen will display as below:



If you have jobs to print, the screen will display your queued print jobs one at a time:



Press  to print the current job or  to go on to the next job without printing the currently displayed job. Repeat the process for each job in the queue.

6. Finish

When you have finished printing press the  key. The screen to the right is displayed:

Wait until you see the screen displays "PLEASE TAKE CARD" before removing your card.