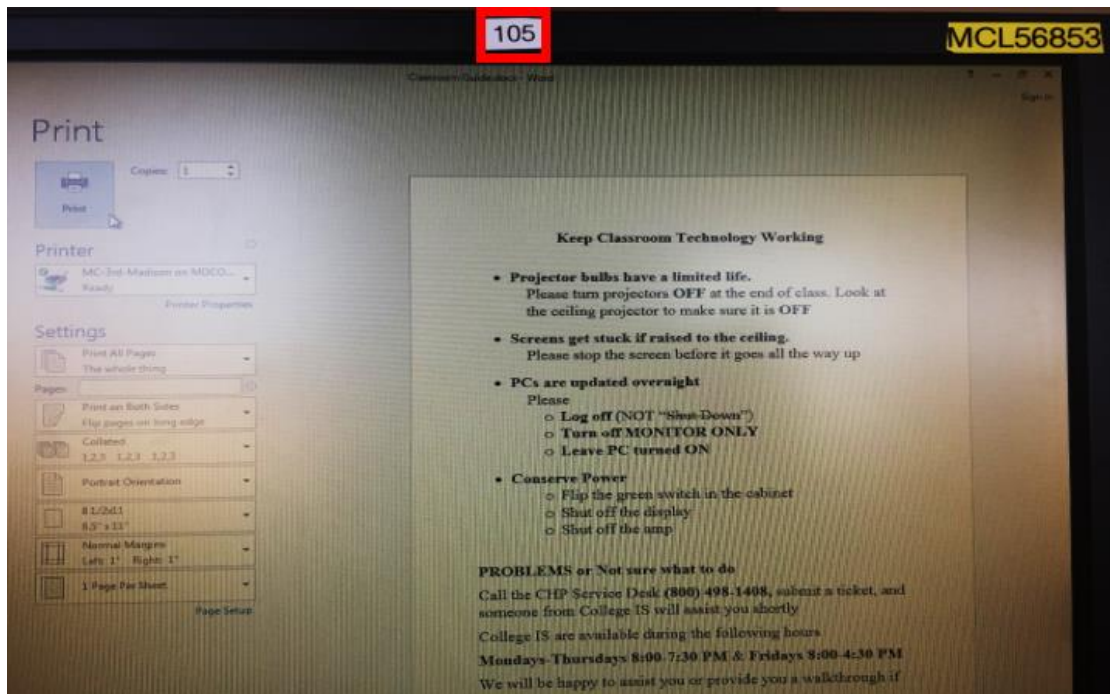
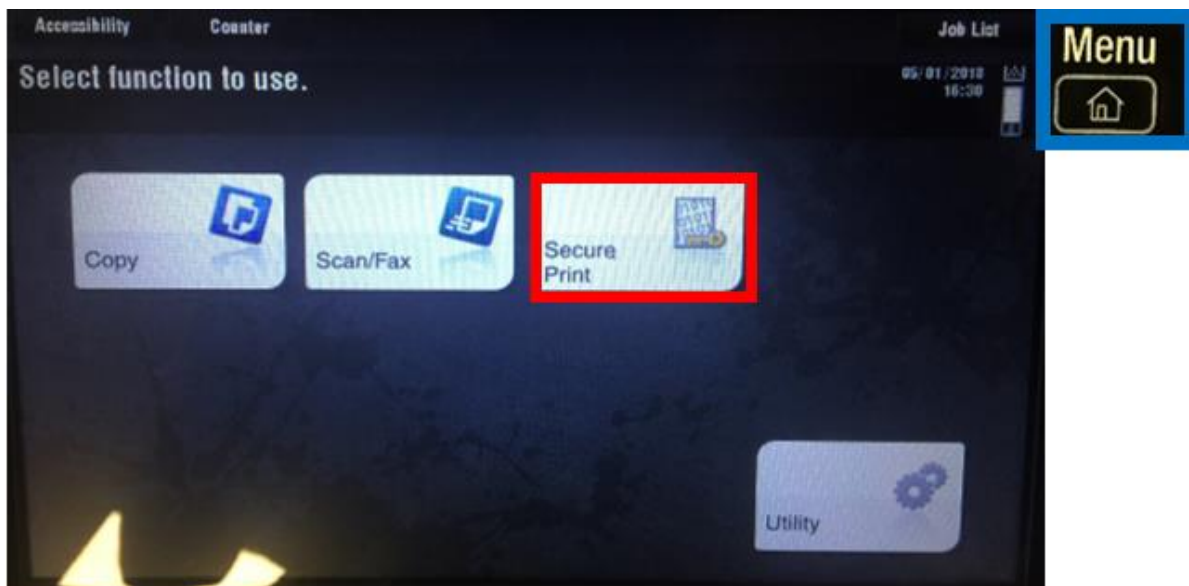


Secure Printing from Student PCs

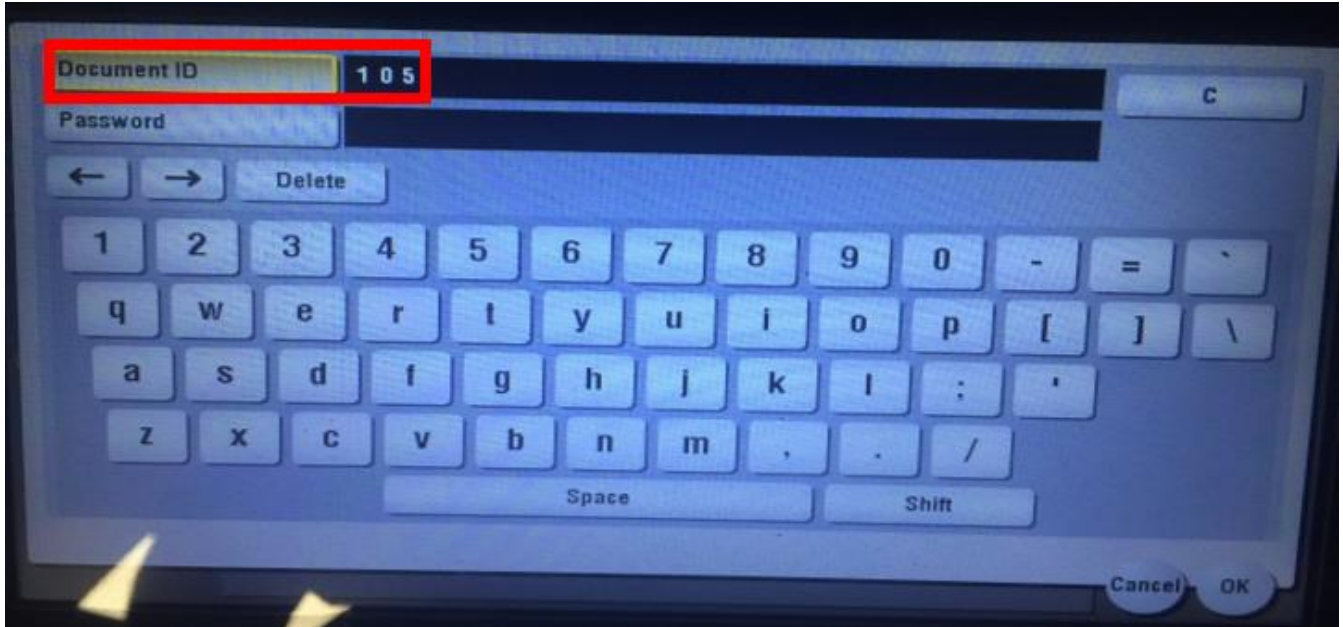
- 1) To print a document, simply choose print in the menu and remember the **number on the monitor** when you go to retrieve your printout. Your print job is saved under this **Document ID**. This applies to any PC you use.



- 2) Go to the printer and select **Secure Print**, as shown below. You may need to select the **Menu** button (found to the right of the screen) in order for the screen below to appear.



3) Enter the **Document ID** from the PC you printed from and then select OK.



4) Select your print job(s) to print and select START.

