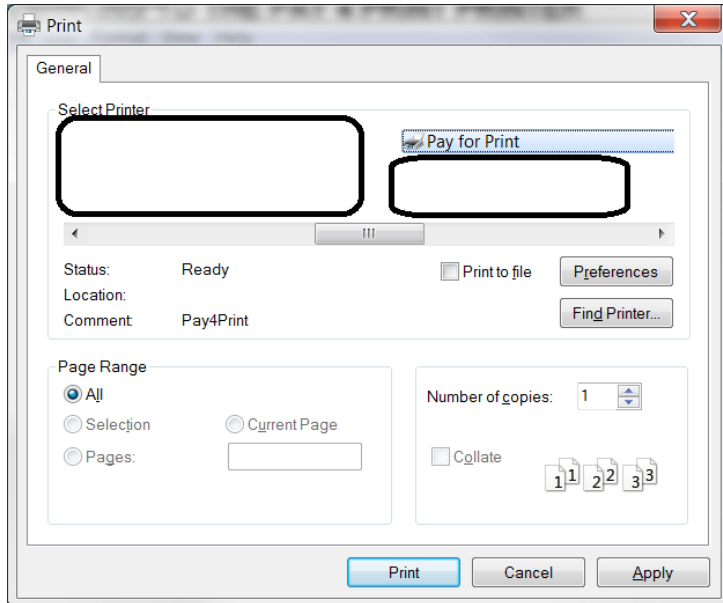
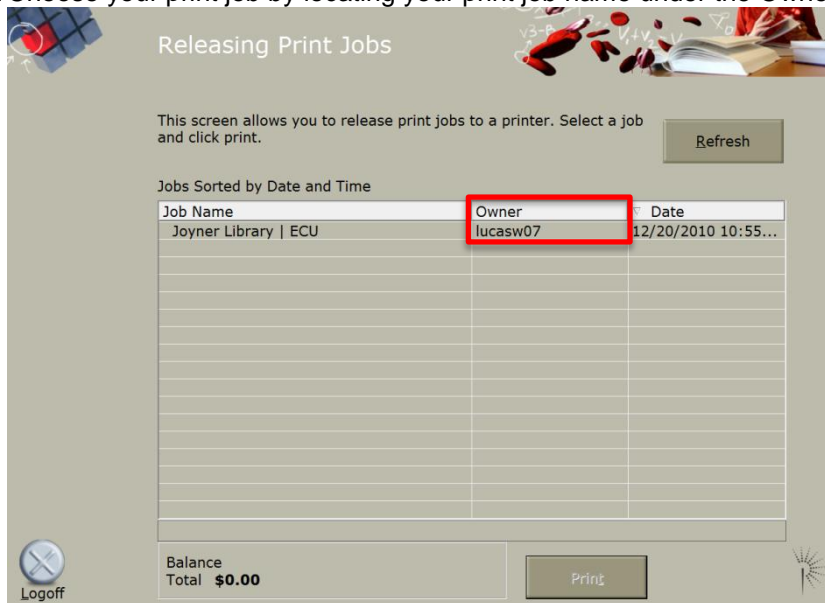


## PRINTING TO THE PAY 4 PRINT PRINTER

1. When you click print, choose the printer name from the drop down menu, **Pay for Print**.



2. Provide a name and password for your print job.
3. Go to the Pay for Print Station, located at the Library Copy Center. Here you will release your print job to the printer.
4. Insert your Copy Card into the card reader next to the printer station. If you need to add money to either card, you can do so at the Cash-to-Card machine.
5. Choose your print job by locating your print job name under the Owner column.



6. Press the Print button in the lower right hand corner of the screen.
7. Enter the print job password to release your print job to the Public Printer.