SNAP SEND SOLVE

1. Open Snap Send Solve application on the mobile device

2. Select [Start New Report]

3. Select [Add Photo]

4. Upload photo of the printer device label

5. Confirm printer location and select [Next]

6. Select Incident Type as [Unimelb-Printing]

7. Enter [Printer Name], [Building], [Level] and [Room] from the device label

8. Enter [Additional Notes] and select [Next]

9. Enter [Name], [Email] and contact details and Click [Send]

10. Incident gets reported, and a confirmation message is displayed

Student Print: go.unimelb.edu.au/2qm6