

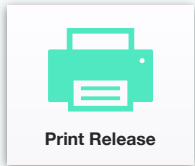
Print Release

1 Tap your Student ID card, or enter your username & password.

2 TO PRINT ALL YOUR QUEUED JOBS
Press **Print all** at the top right.

TO PRINT SELECTED JOB(S)

- Press the 'Print Release' button.



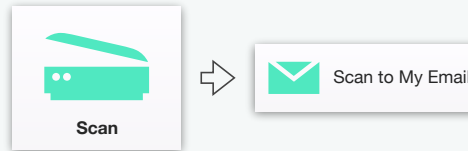
- Select the jobs you would like to release and press **Print** at the bottom right.

3 Collect your printing, and don't forget to log out!

Scan to Email

1 Tap your Student ID card, or enter your username & password.

2 Press the 'Scan' buttons.



3 Place your document on the flatbed, or organise your pages in the top feeder (face-up).

4 Press the **Start** button.

5 Press the below sequence:

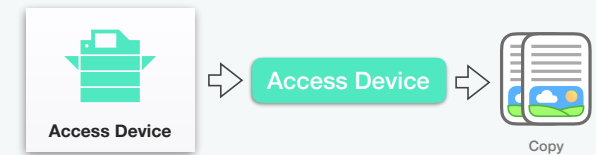


6 Check your student email, and don't forget to log out!

Photocopying

1 Tap your Student ID card, or enter your username & password.

2 Press the 'Access Device' buttons, then the 'Copy' option.



3 Place your document on the flatbed, or organise your pages in the top feeder (face-up).

4 Select your options, and use the keypad to enter the quantity to print.

5 Push the 'Start' button.

6 Collect your copies, and don't forget to log out!

Recharging and pricing

Add credit to your Student ID card at print.unimelb.edu.au or at a recharge kiosk (Baillieu, Giblin Eunson or ERC)

Scanning is free of charge.

		A4	A3
Black and White	1-sided	\$0.11	\$0.22
	2-sided	\$0.21	\$0.42
Colour	1-sided	\$0.20	\$0.40
	2-sided	\$0.38	\$0.76

