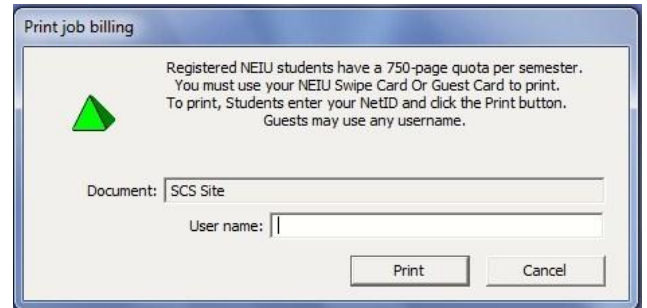
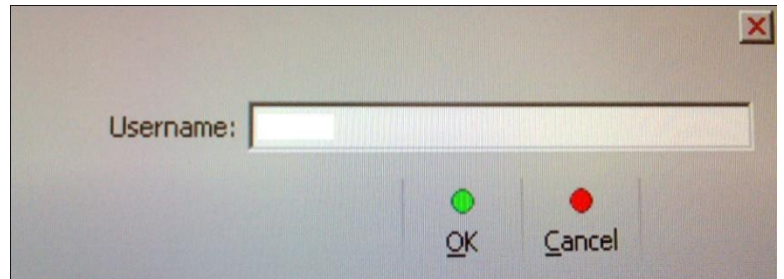


NEW PRINTING SYSTEM PCOUNTER INSTRUCTIONS

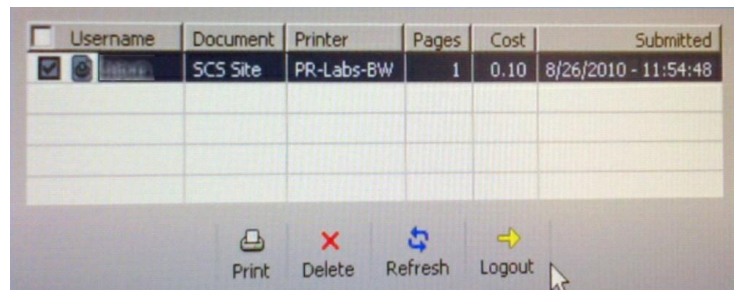
1. Print document(s) from your computer.
2. A new window called “Print job billing” appears.
3. Enter your User name/User ID: (NEUport NetID).
4. Click Print.



Walk to the release station (a computer that is attached to a printer). Enter your Username: (NEUport NetID). Click OK.



Select the job(s) you want printed, and then click Print.



Swipe your school ID and click OK until your document(s) is released.

