Welcome to ECU's new, lower print & copy prices!



# STUDENTS: HOW TO PRINT AT ECU

## **HOW TO SEND A PRINT JOB**

### **ON CAMPUS - At a PC or MAC, you need to:**

- 1. Click 'File'
- 2. Select 'Print'
- **3.** Choose the black and white or colour queue from the list available

## **WEB PRINT - From your PC/MAC/Android:**

- 1. Login to webprint.ecu.edu.au
- 2. Click on 'WebPrint' (located on the left of the page)
- 3. Click on 'Submit a job'
- 4. Select the desired print queue (Student Colour or Student Mono)
- 5. Click on 'Print Options & Account Selection'
- 6. Enter number of copies
- 7. Upload the files
- 8. Click 'Upload & Complete'

## **HOW TO COLLECT A PRINT JOB**

### You then walk to any device on campus and:

- 1. Swipe your student ID card
- 2. Enter your PIN on the key pad
- **3.** Check the print jobs in the list on-screen, and choose the one/s you want to print
- 4. Touch the "Print" button on the screen

You can check your account history/print credit by logging into web print.

(IOS PRINTING COMING SOON)

## **STUDENT PRINT/COPY PRICES\***

PAGE SIZE	SINGLE SIDED	DOUBLE SIDED
Black & White		
A4	8c	16c
A3	16c	32c
Colour		
A4	22c	44c
A3	44c	88c

#### The print queue will read:

Student\_Mono on papercut-prn-p1 (black & white) Student\_Colour on papercut-prn-p1 (colour)

\*Including GST

# NEED ASSISTANCE? CONTACT THE FUJI XEROX HELPDESK 1800 800 346



