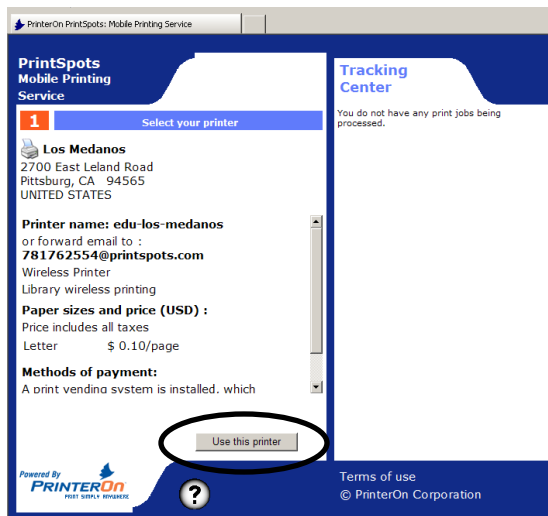


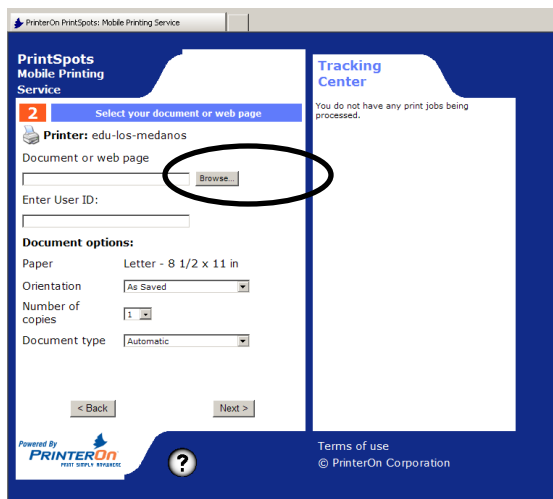
Steps to Print from your Laptop to the Printer on the 1st Floor of the LMC Library

Steps:

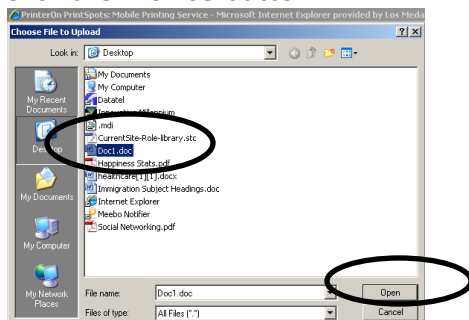
1. Go to www.printspots.com/397302
2. This screen will appear:



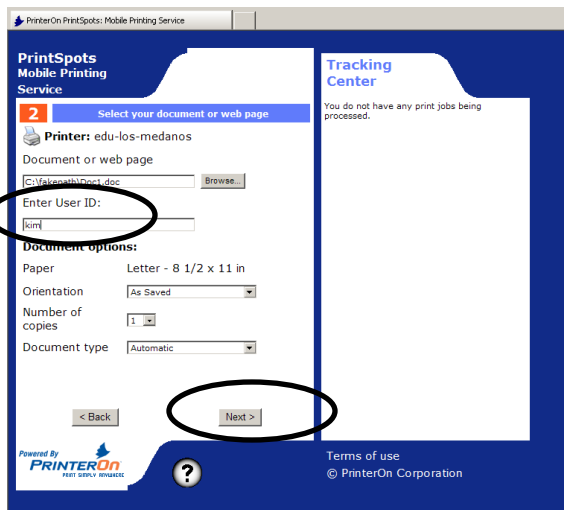
3. Click on the *Use this printer* button.



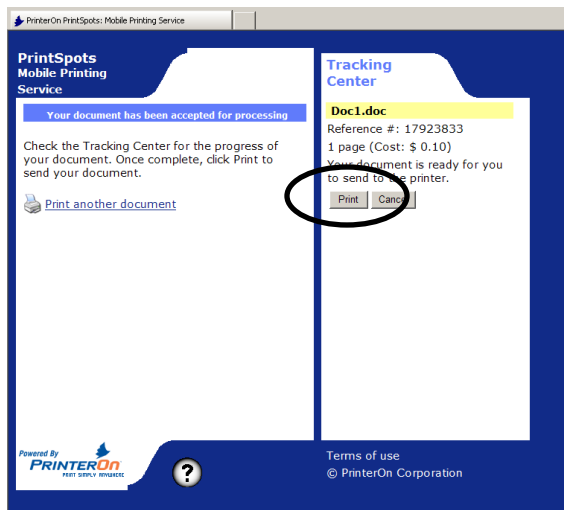
4. Click the *Browse* button.



5. Locate the file you wish to print.
6. Click on the file you wish to print.
7. Click the *Open* button.



8. In the Enter User ID: field, type your first name or other word that you can remember.
9. Click the Next button.
10. Wait while your document is uploaded.



11. Click the *Print* button.
12. Go into the Printer Room.
13. Put your print card into the black card reader next to the computer monitor.
14. Type your first name or whatever other word you entered in Step 8.
15. Click on the name of your document that you wish to print.
16. Click on the *Print Selected* button.
17. Retrieve your document from the printer.