How to Release Your Print Job at a PaperCut Printer

-At the Welcome Screen on the device, authenticate by touching your Yale badge to the Prox card reader (pictured below).



-You can also authenticate by typing your Netid and Password on the device touchscreen keyboard and clicking Login button.

Welcome	YPPS	
Malazza		
To continue, swipe yo	wur authentication card or enter your	login det .
1	Username	
	Password	
		Login
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-To print all the jobs in the queue, press the 'Print All' button. To print one job, touch the job on the screen.

Held Print Jobs	PS L
Document name	1 Pages
Microsoft Word - Test.docx	T 1
Use Device Functions	Print All
and HE willies	

-Press the Print button to print the job. Press the 'Cancel Job' button to cancel the job.

Print job details:		
Document:	Microsoft Word - Test.docx	
Time:	3:10 PM	
Pages:	1	
Printed by:	amf59	
Client:	172 .149.101	
Print	Cancel Job	
11 mil	cancer bob	