

Instructions on how to setup your laptop for printing in Room 705 (7th Floor)

NOTE! You can only print from your laptop to the 7th Floor Printer.

1. Open your favorite Internet Browser and enter <http://www.ucdc.edu/support/support.cfm> on the address field. Figure 1 will be displayed.
2. Under the **Links for Students** Click on **Student Printing** and Click on **Setup.exe** or **Setup Instructions** (Figure 1)
 - a. Click **Setup.exe** to install the application on your laptop.
 - b. Click **Setup Instructions** for step-by-step instructions on how to install the application on your laptop.



Figure 1

NOTE! If Internet Explorer Browser is your default browser or you are using it to access <http://www.ucdc.edu/support/support.cfm> , the images below will be displayed.

1. Click on **Run** when the **File Download – Security Warning** Window pop-up appears (Figure 2)

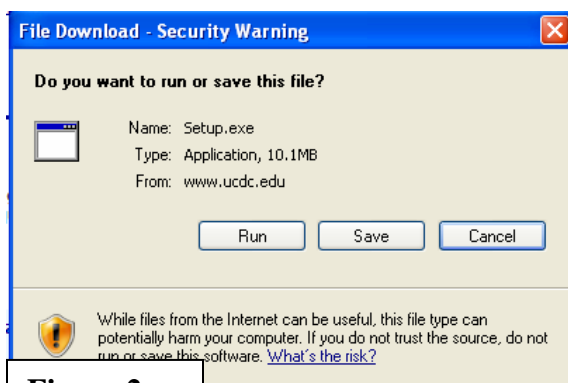


Figure 2

2. Click on **Run** again on the **Internet Explorer – Security Warning** (Figure 3) and the application installation process will begin. See **Installation Process**

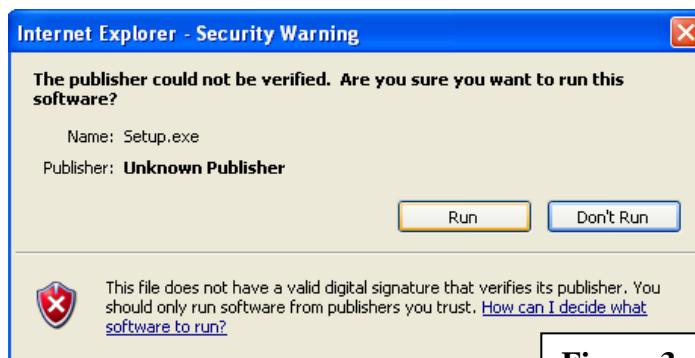
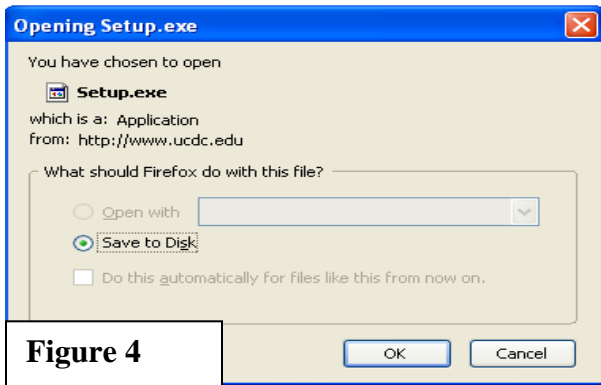


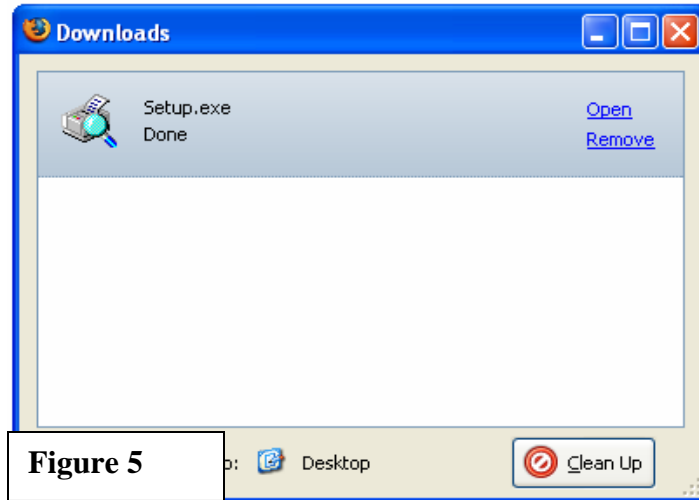
Figure 3

NOTE! If Mozilla Firefox Browser is your default browser or you are using it to access <http://www.ucdc.edu/support/support.cfm> , the images below will be displayed.

1. Click on **OK** when the **Opening Setup.exe** Pop-up appears (Figure 4)

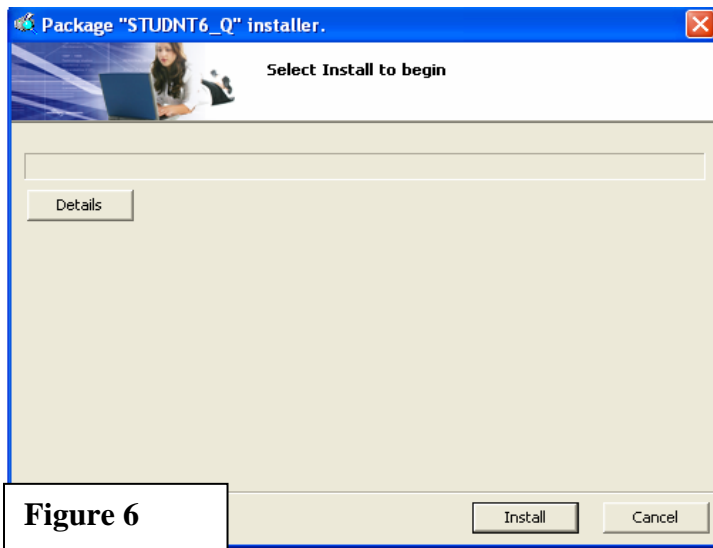


2. On the **Downloads** pop-up window (Figure 5) Click on **Open** and the application installation process will begin. See **Installation Process**.

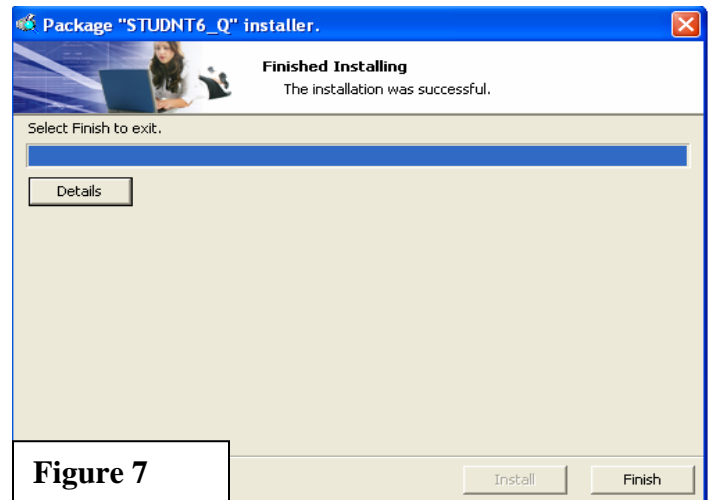


Installation Process

Click on **Install** (Figure 6)



Click on **Finish** to complete the installation process (Figure7).

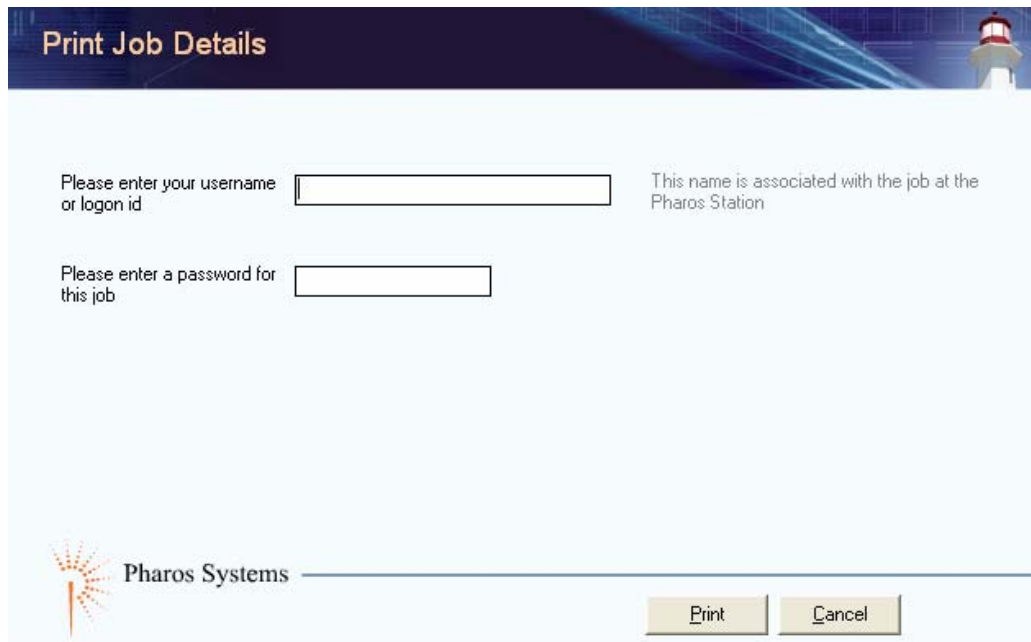




STUDENT6_Q
on SCOTT

A printer called **STUDENT6_Q on SCOTT** is created on your laptop. If you select this printer to print a document from your laptop you will be asked to enter a username and password. The user name and password can be anything you choose. Now you should be able to print documents from your laptop and pick them up in room 705 on the 7th floor. Contact support@ucdc.edu if you have any questions.


NOTE! UCDC Technical Support **CANNOT** reset the password you use for your print jobs. Make sure that you remember this password because it is required to retrieve your printed documents from the print release station. If you can't remember your password, you have to print your document again.



Print Job Details

Please enter your username or logon id This name is associated with the job at the Pharos Station

Please enter a password for this job

 Pharos Systems