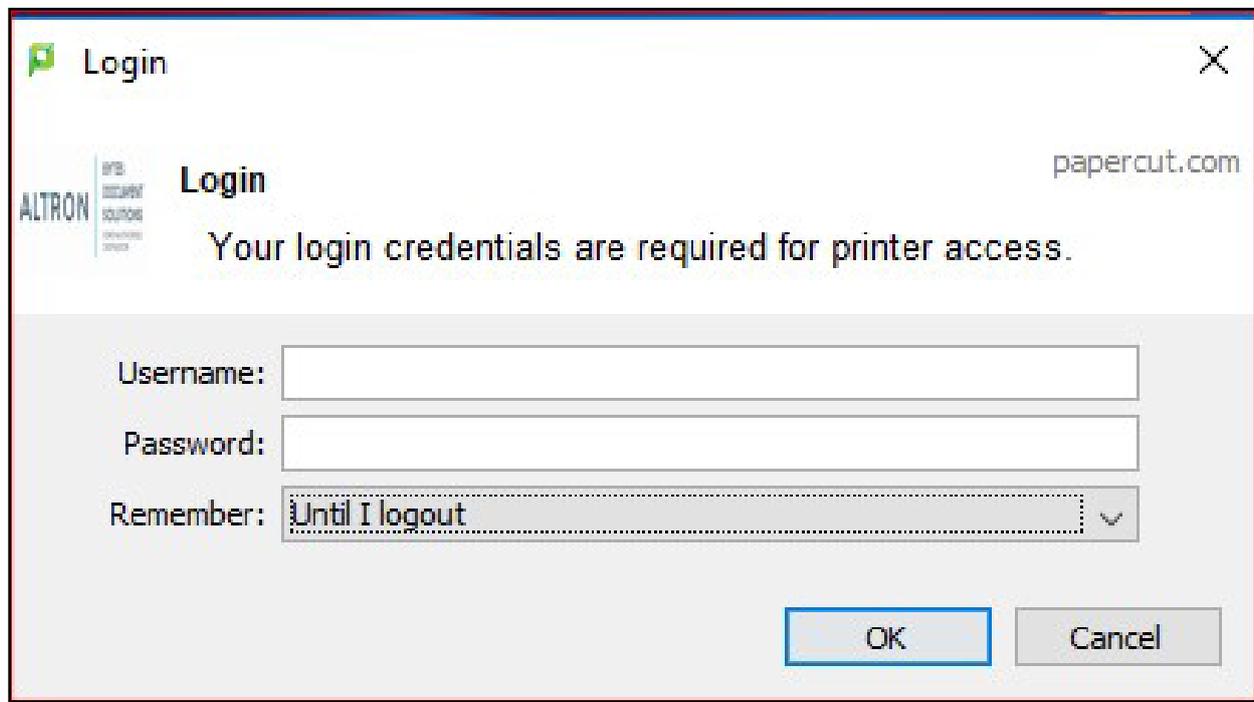




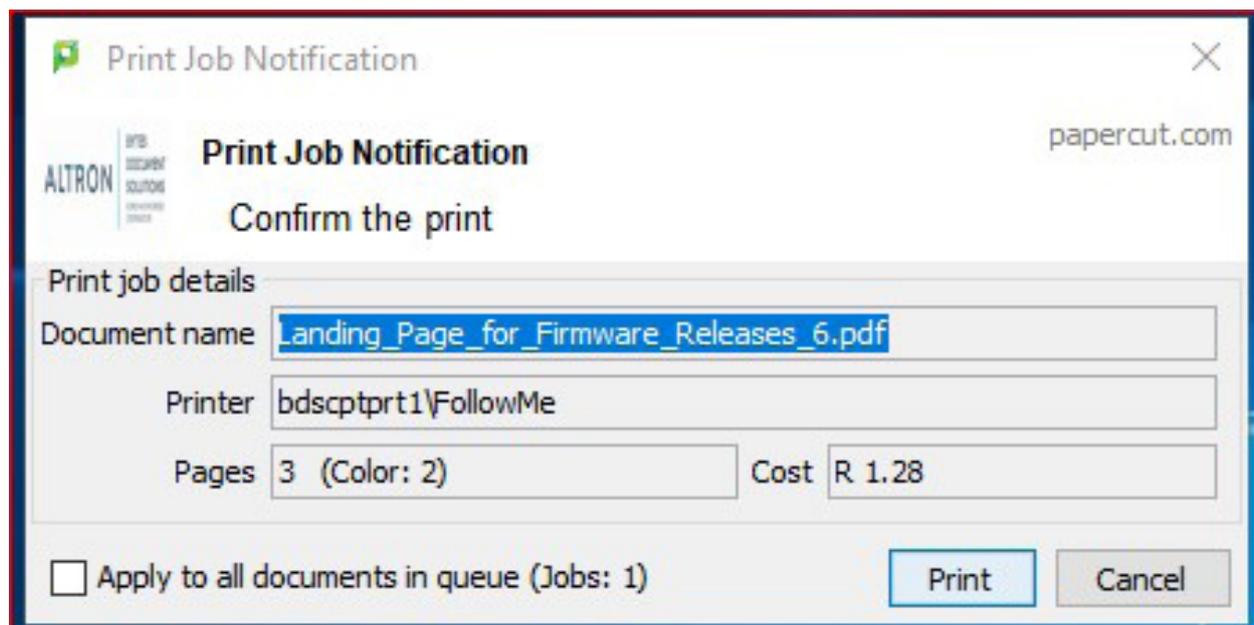
## PRINTING FOR STAFF

This is the screen you will see when you click Print in your application:



The image shows a 'Login' dialog box from papercut.com. It has a title bar with a green icon and the text 'Login'. The main content area includes the 'ALTRON' logo, the text 'Login', and the message 'Your login credentials are required for printer access.' Below this are three input fields: 'Username:', 'Password:', and 'Remember:' with a dropdown menu currently set to 'Until I logout'. At the bottom right are 'OK' and 'Cancel' buttons.

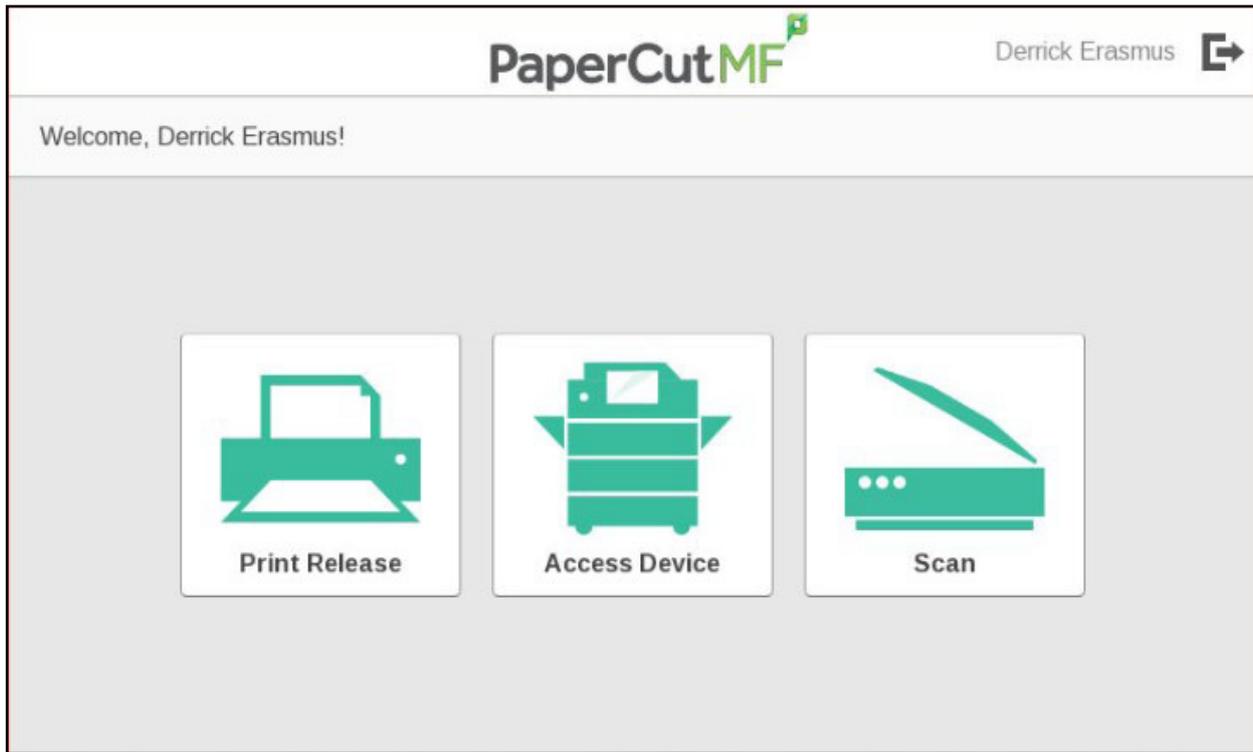
1. Enter your staff number and password and click **OK**.



The image shows a 'Print Job Notification' dialog box from papercut.com. It has a title bar with a green icon and the text 'Print Job Notification'. The main content area includes the 'ALTRON' logo, the text 'Print Job Notification', and the message 'Confirm the print'. Below this is a section titled 'Print job details' with several fields: 'Document name' (Landing\_Page\_for\_Firmware\_Releases\_6.pdf), 'Printer' (bdscptprt1\FollowMe), and 'Pages' (3 (Color: 2)) with a 'Cost' field (R 1.28). At the bottom left is a checkbox labeled 'Apply to all documents in queue (Jobs: 1)'. At the bottom right are 'Print' and 'Cancel' buttons.

2. The details of your print job will appear. Click **Print** to release your print jobs or select **Apply to all documents in queue** to release all your print jobs.

3. Go to the printer, tap your staff card on the sensor and enter the PIN code you have created. The following screen will appear:



4. Click **Print Release**, and select the print jobs you wish to print, or **Select all jobs** to release all your print jobs. Once selected, tap **Print** and your documents will then print.

