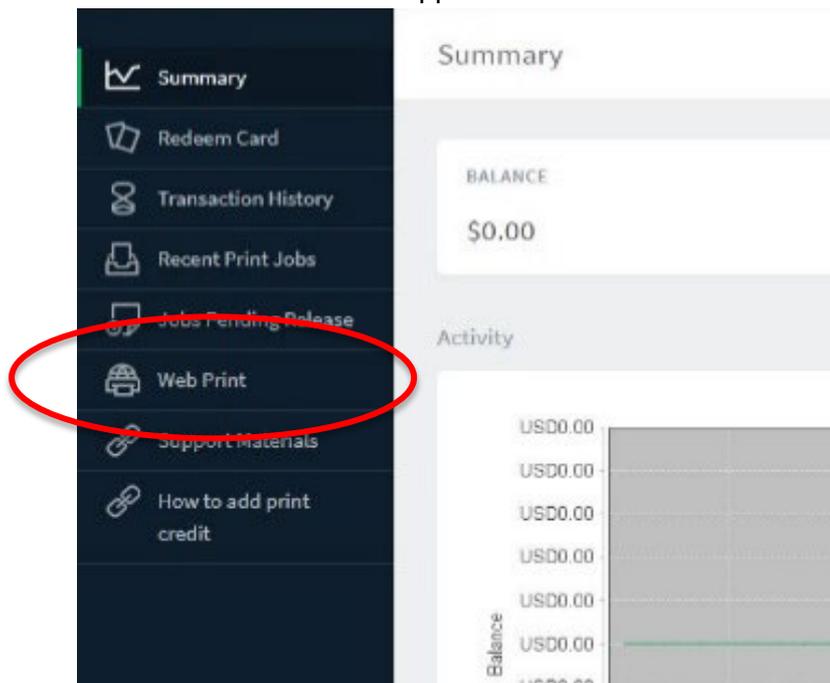


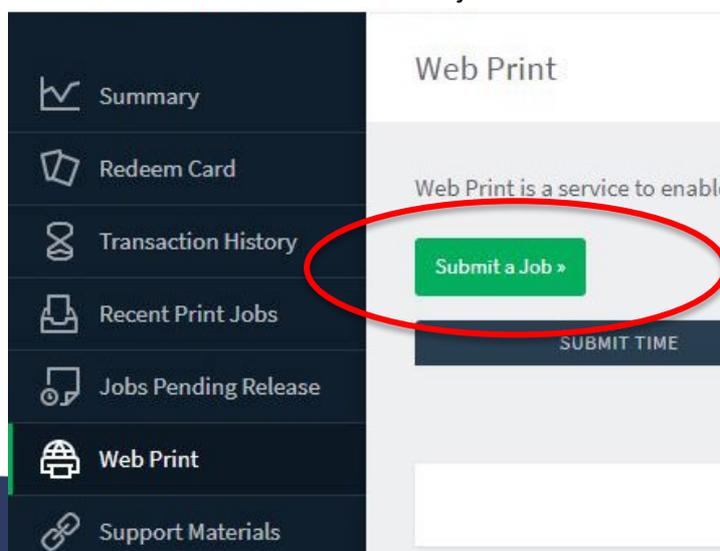
Printing from your laptop using Wi-Fi

This guide is designed to help you print from your laptop on any campus using Eduroam.

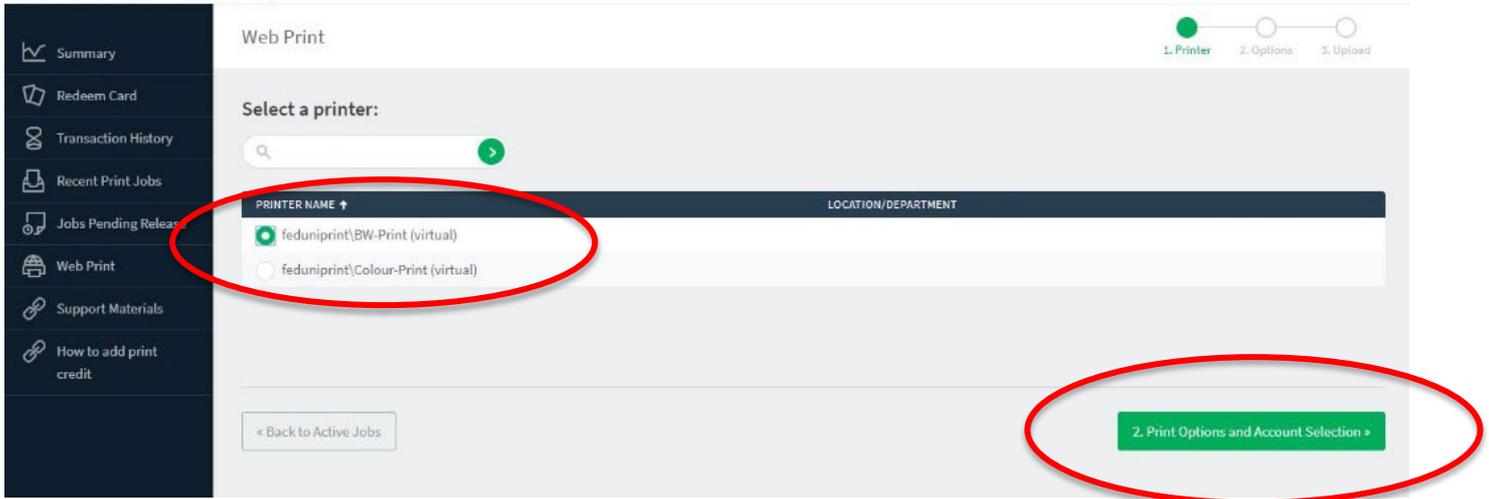
1. In your web browser navigate to **papercut.federation.edu.au**
2. You will be prompted to enter the following settings:
 - a. **Username:** username
 - b. **Password:** your university password
3. Your account details will appear as below. Select **Web Print** from the left hand side menu bar



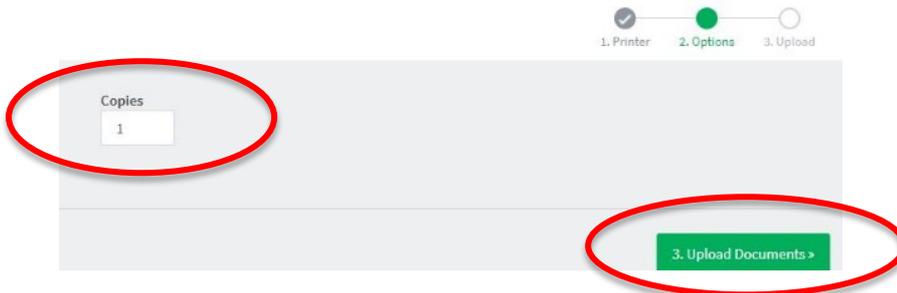
4. Press the **Submit Job** to start the job



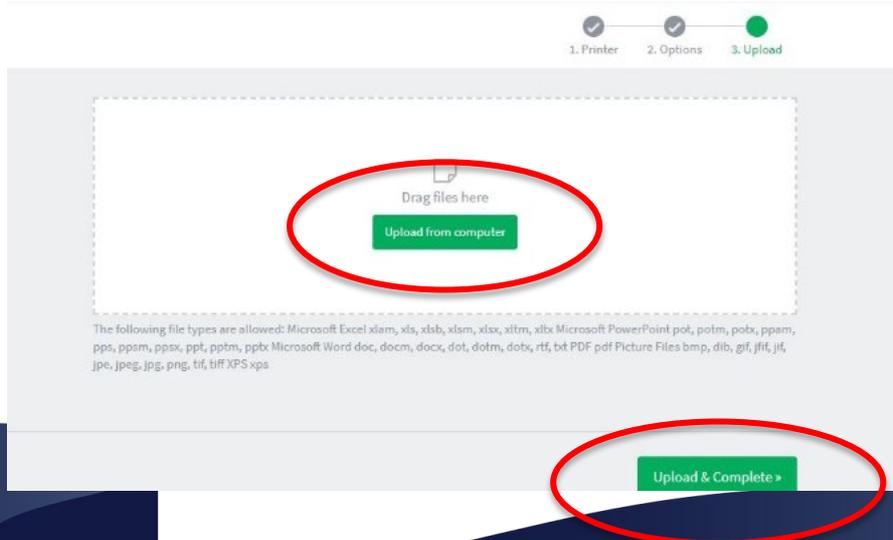
5. Select either feduniprint\BW-Print (virtual) or feduniprint\Colour-Print (virtual), then click **Print Options and Account Selection**



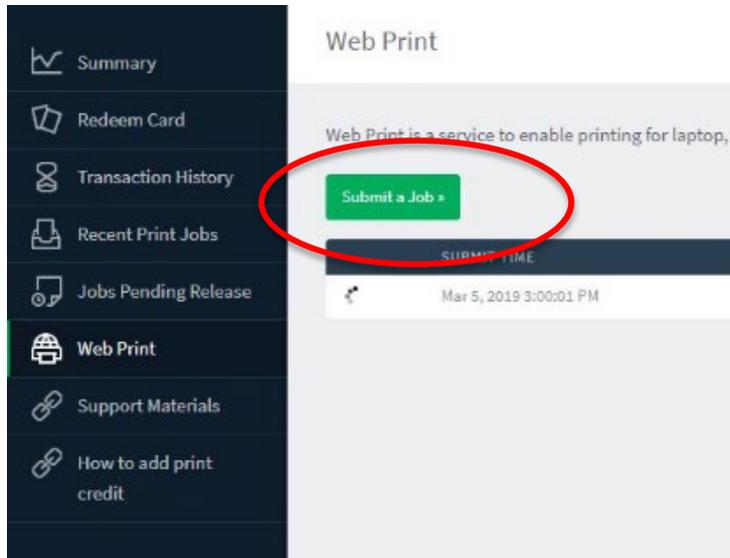
6. Insert how many copies you want to print and then click **Upload Documents**



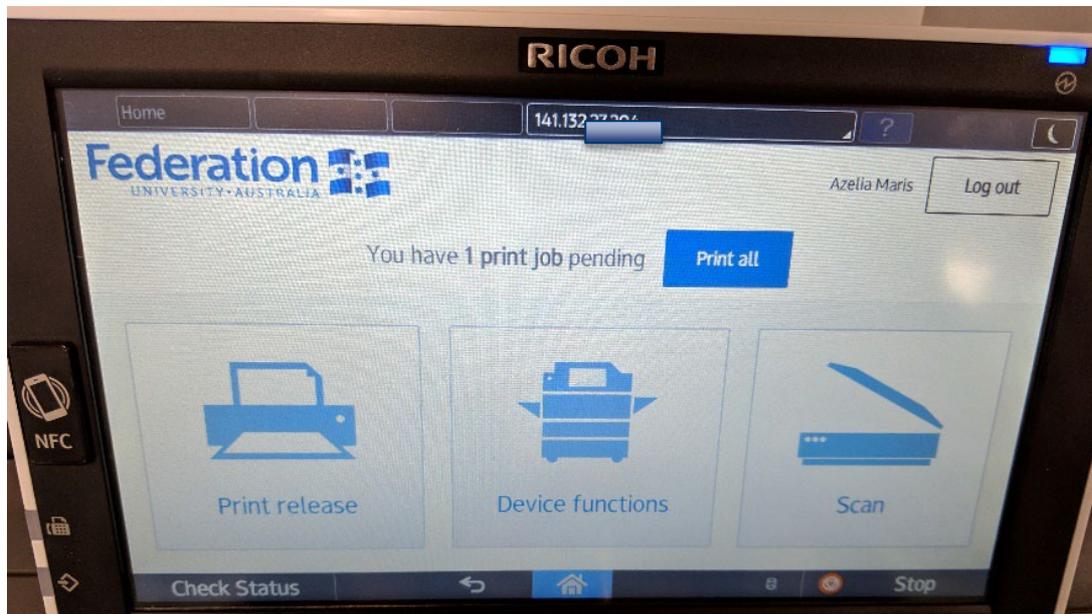
7. To select the file, click on **Upload from computer**, select the file from your folders and open, and then click on **Upload & Complete**



8. Click on **Submit Job** to send the file to the printer



9. Tap your **ID card** on the printer to release the job.
10. Select **print all** to release all print jobs or select **print release** to choose the files you want to print.



*Note: Your print job will remain in the print queue for 8 hours before it is deleted.

For further ITS assistance contact the ITS Service Desk.

servicedesk.federation.edu.au / 1800 333 864