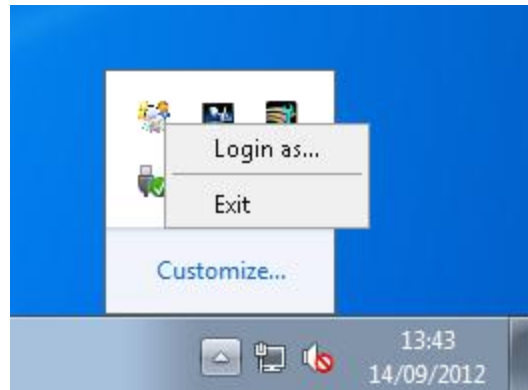
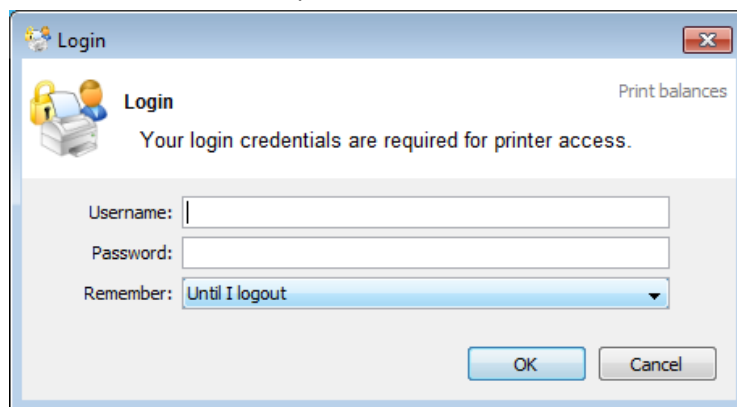


Login to PaperCut

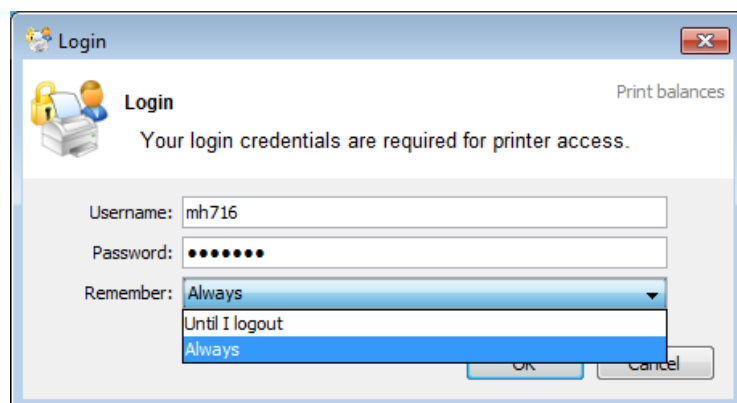
1. Right click on the print icon in the taskbar and select 'Login As...'.
(You may have to select the '^' to show this icon)



2. This will show the login pane as shown below, you will need to enter your **CrisID** as your username, and your **DS PASSWORD** as the password.



3. If this is the computer only you will be printing from, under 'Remember' select 'Always' from the dropdown, otherwise select 'Until I log out'



4. When you next go to print a file, the printer will show as 'Criminology_FindMe...', and you can pick up your work from any printer.

