

## Student Page Allotment

Each semester all registered students receive 300 pages of free printing worth \$30.00. A printed page is worth \$0.10.

Printing is tracked by the college using print management software.

## When you log onto a lab computer

You will see this image on the top-right corner of the computer screen. This icon lets you know how much money you have left on your account.

Each semester your balance will be reset to \$30.00.

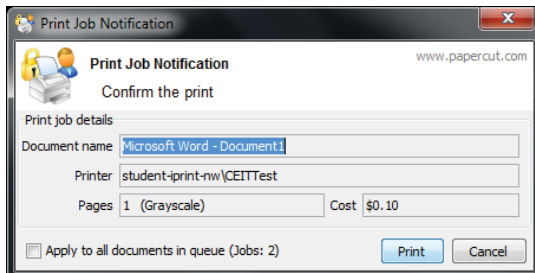


## Your Print Job

1. Send your print job to the printer.

The Print Job Notification window will pop up confirming your print job.

2. Click the **Print** button.  
Your document will be sent to the printer in the lab.



## Troubleshooting

If you have just created your Novell network account, you may see the adjacent window appear on your computer screen.

1. Click the **Cancel** button. This window will disappear.
2. Print your document.

