"Follow Me" Printing Instructions

Last updated April 28, 2017

Students can now send print jobs to the cloud and release them at any participating Pay-to-Print location. "Follow Me" printing allows for increased flexibility by having your print job follow you wherever you go. This feature is now available in all campus libraries, with additional locations to follow.
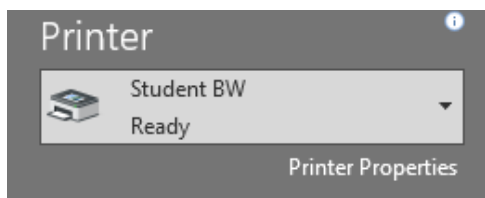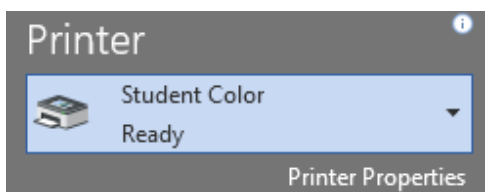
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UNIPRINT

Public PC Printing
Instructions for Printing from a Public Computer
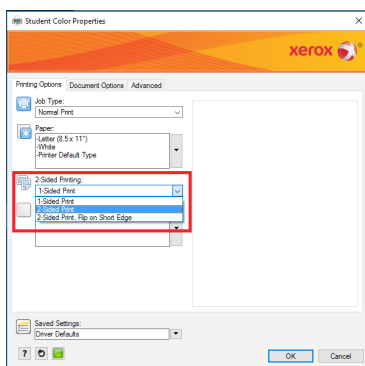
1. Select "Student BW" for black and white printing
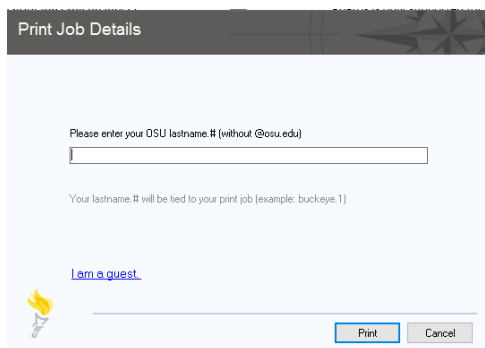

2. Select "Student Color" for color printing

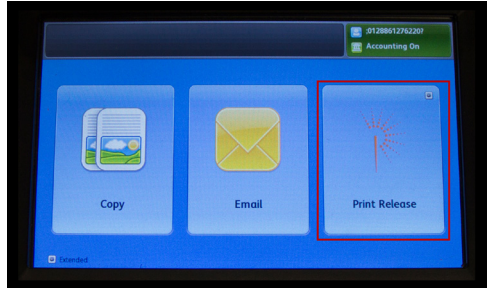**3.** For 2-sided printing, select "2-Sided Print" from the dropdown menu

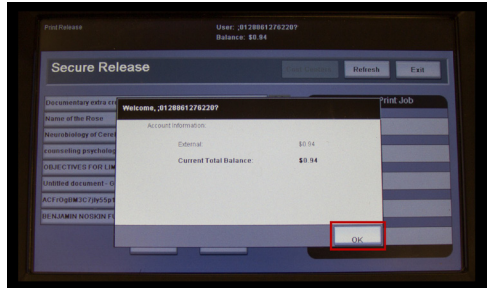

4. Enter your lastname.# and click "Print"

Xerox Printers
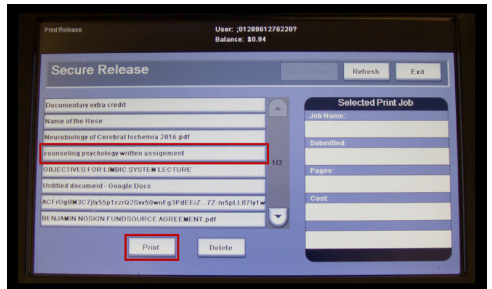## "Follow Me" Printing Instructions

1. Swipe BuckID and select "Print Release"

2. Check account balance and tap "OK"
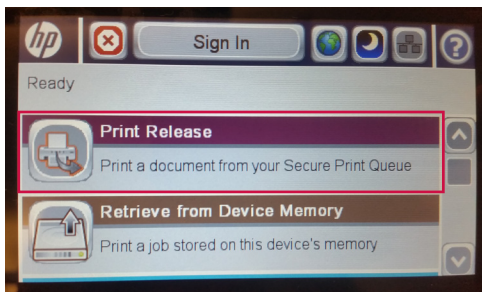

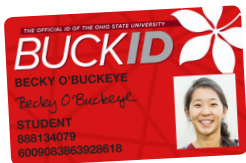**3.** Select print job(s) and tap "Print"

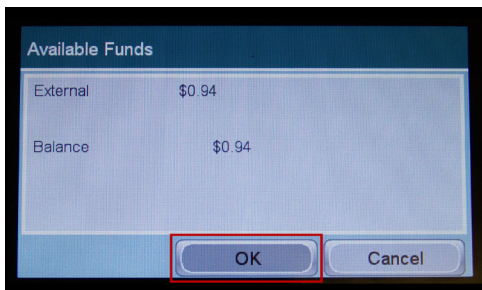**4.** When finished, remember to log out

HP Printers
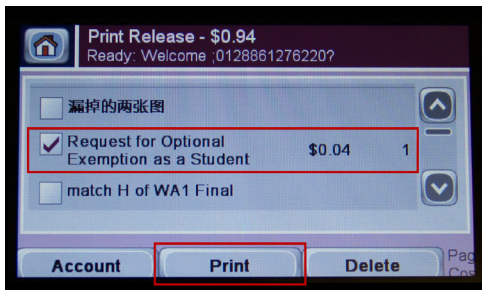## "Follow Me" Printing Instructions

1. Swipe BuckID and select "Print Release"
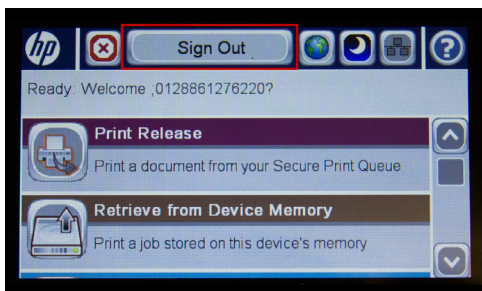

2. Check account balance and tap "OK"
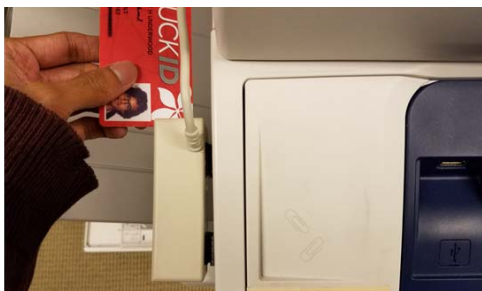

3. Select print job(s) and tap "Print"
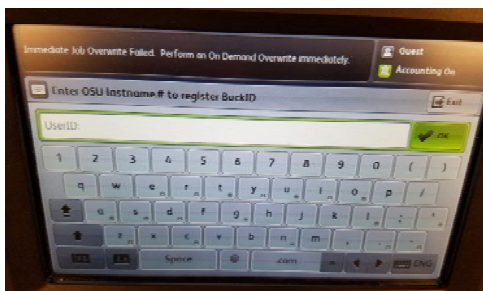

4. When finished, remember to sign out

BuckID Registration

If you are a new student or replaced your BuckID after the start of the semester, you will need to register your BuckID.

1. Swipe BuckID

2. Enter OSU lastname.#

3. Enter OSU password