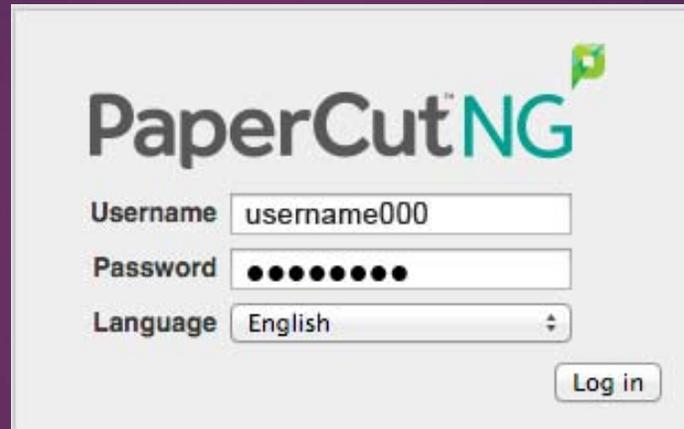


WiFi Printing

To access WiFi Printing enter your username and password:

<https://webprint.ccny.cuny.edu>



The screenshot shows the PaperCutNG login page. At the top is the PaperCutNG logo. Below it are three input fields: 'Username' with the text 'username000', 'Password' with ten black dots, and 'Language' with a dropdown menu showing 'English'. A 'Log in' button is located at the bottom right of the form area.

Please note that all WiFi Printing documents must now be in PDF format.

Pick up all jobs in the TECH Center NAC 1/301

Office of Information Technology
servicedesk@ccny.cuny.edu

Fall 2016

WiFi Printing

<https://webprint.ccnycuny.edu>



4

PaperCutNG

Web Print

Summary
Rates
Transaction History
Recent Print Jobs
Jobs Pending Release
Web Print
Log Out

1. Printer 2. Options **3. Upload**

Select documents to upload and print

Drag files here

Upload from computer

The following file types are allowed:

Application / File Type	File Extension(s)
PDF	pdf
Picture Files	bmp, dib, gif, jif, jif, jpe, jpeg, jpg, png, tif, tiff

« 2. Print Options Upload & Complete »

In 'Web Print': 'Upload'
Drag and drop your .PDF formatted document into the upload box.

WiFi Printing

<https://webprint.ccnycuny.edu>



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PaperCutNG

Web Print

Summary
Rates
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Recent Print Jobs
Jobs Pending Release
Web Print
Log Out

1. Printer 2. Options 3. Upload

Select documents to upload and print

M test.pdf



11.6 KiB
[remove](#)

Upload from computer

The following file types are allowed:

Application / File Type	File Extension(s)
PDF	pdf
Picture Files	bmp, dib, gif, jfif, jif, jpe, jpeg, jpg, png, tif, tiff

« 2. Print Options **Upload & Complete »**

In 'Web Print': 'Upload'

After you have uploaded your file.

Click 'Upload & Complete' in menu to continue.



6

PaperCutNG[®]

Web Print

Web Print is a service to enable printing for laptop, wireless and unauthenticated users without the need to install print drivers. To upload a document for printing, click Submit a Job below.

[Submit a Job »](#)

	Submit Time	Printer	Document Name	Pages	Cost	Status
	Aug 19, 2016 10:42:33 AM	papercutpwifiprinter	M test.pdf			Submitting

In 'Web Print':
Check if upload is complete and file is correct.

Click 'Jobs Pending Release' in menu to continue.



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PaperCutNG

Jobs Pending Release

1 job pending release with cost 1 Auto refresh (50) [Refresh Now](#)
Your balance: **953**

	Submit Time ▼	Printer	Document	Client	Pages	Cost	Action
🕒	Aug 19, 2016 10:42:41 AM	papercut/wifi/printer	M test.pdf	Web Print	1		[print] [cancel]

In 'Jobs Pending Release':
under 'Action'
Click action desired: '[print]' or
[cancel]'.

WiFi Printing

<https://webprint.ccnycun.edu>



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PaperCutNG

Web Print

Web Print is a service to enable printing for laptop, wireless and unauthenticated users without the need to install print drivers. To upload a document for printing, click [Submit a Job](#) below.

Submit Time	Printer	Document Name	Pages	Cost	Status
Aug 19, 2016 10:42:33 AM	papercutp/wifiprinter	M test.pdf	1	1	Finished: Queued for printing

In 'Web Print':

If you clicked 'print', the status will say 'Queued...' this means the document was sent to the printer.

You can either go to 'Web Print' section or to 'Recent Print Jobs' to confirm if it's printed

WiFi Printing

<https://webprint.ccnycuny.edu>



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PaperCutNG

Jobs Pending Release

1 job pending release with cost 1 Auto refresh (50) [Refresh Now](#)
Your balance: **953**

	Submit Time ▼	Printer	Document	Client	Pages	Cost	Action
🕒	Aug 19, 2016 10:42:41 AM	papercutp/wifiprinter	M test.pdf	Web Print	1	1	[print] [cancel]
	Aug 26, 2016 1:44:07 PM	lharban000 papercutp/wifiprinter	1 1 M test.pdf			LETTER (ANSI_A) Duplex: Yes Grayscale: Yes 3 kB PCL6 Web Print	Printed
	Aug 26, 2016 1:38:35 PM	lharban000 papercutp/wifiprinter	1 1 M test.pdf			LETTER (ANSI_A) Duplex: Yes Grayscale: Yes 3 kB PCL6 Web Print	Printed

In 'Recent Print Jobs':
You can confirm if that your documents has been printed in the 'Recent Print Jobs' view.