



# HOW TO PRINT USING WEBPRINT



## Head over to Go PSC!

Click on the WebPrint link or go to :  
<http://papercut:9191/user>



## Type in your Student Code and password

For example : BAY0001 (not your email address)



## Select Submit job. Choose Colour, B&W or A3

You will then be asked how many copies



## Upload documents (PDF or Pictures ONLY)

Drag them from your computer or click Upload from Computer



## Log into any Toshiba printer to release

log in to the iPad type interface with your student code and password and release printing (Select job -> Print)

**You can also register your Myki card to log into the printer. Tap it on the scanner to the left of the interface, type in your Compass username and password and then associate card.**