

ST ANDREW'S COLLEGE

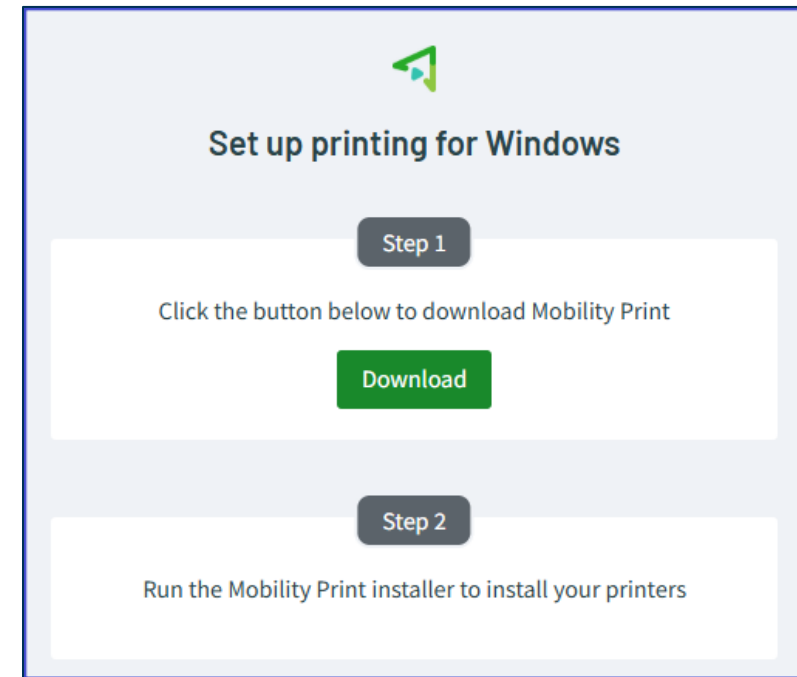
Mobility Print Guide (Windows)

Install on your own device to print
from any college printer



Download Mobility Print

- Go to stac.nz/print
- Download and run the Mobility Print Installer





Install Mobility Print on Windows

- Click **OK**, then **I accept the agreement**, then **Next** until it prompts for a Username and Password.
- Enter your StAC username and password, then click **Next**. Wait for the installer to be done, then click **Finish**.
- Select **FindMe (Mobility)** the next time you print to send the job to the printer queue.

TIP: Your StAC username is 3 letters and 4 numbers, not the full email address.
e.g. ACB1324

At the printer

(after sending to the printer queue)

- Swipe your ID card **OR** Enter your StAC username and password to log in.
- Touch **Print release**, select your document(s), then **Print**.

