

# Using Self-Serve Printers

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## Step 1

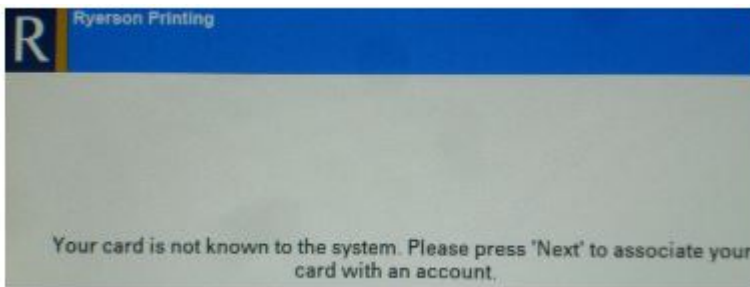
Go to a self-serve printer in LIB-272(Library).

## Step 2

Tap the touch screen to activate the system.

## Step 3

Swipe your non-ID Cash Card on the card reader attached to the printer (black magnetic strip facing you, strip closest to the printer).



## Step 4

Tap **Next** and enter your my.ryerson username. Tap **Next**.

## Step 5

Enter your my.ryerson password and tap **Next**.

## Step 6

Swipe your non-ID Cash Card when you are back to the initial log on screen to print your documents.