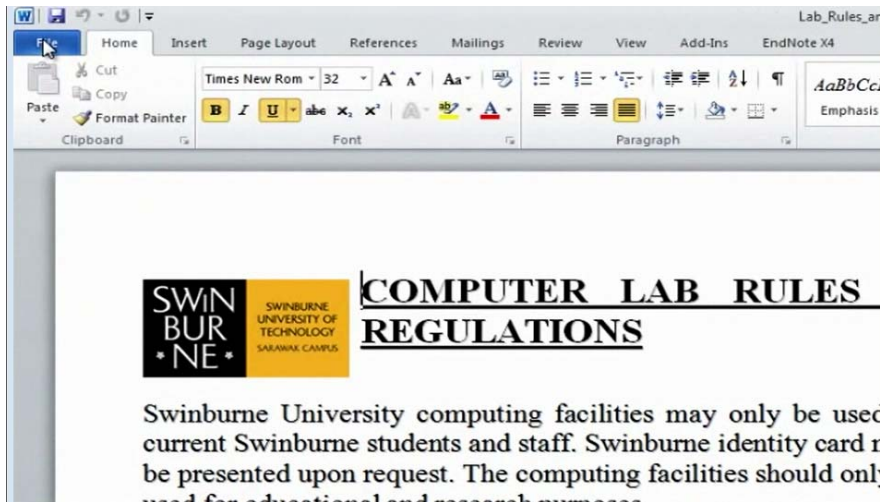
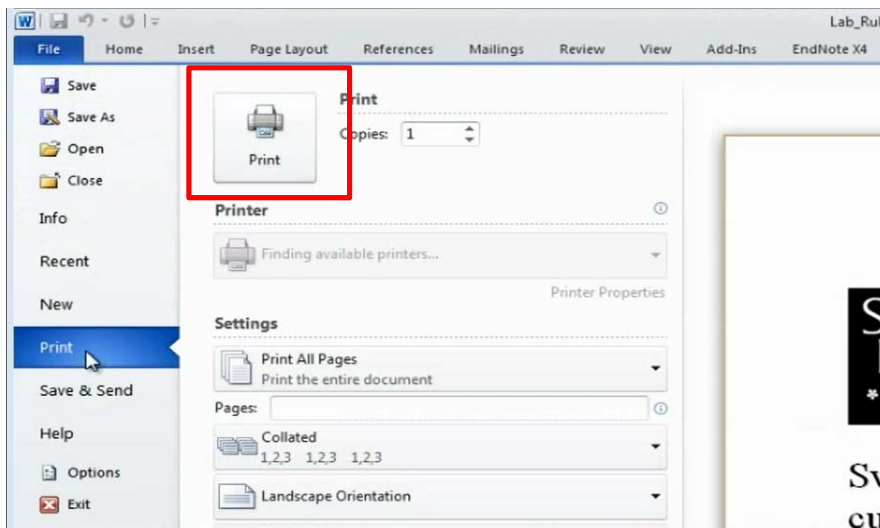


How to print from library and open labs (black & white)

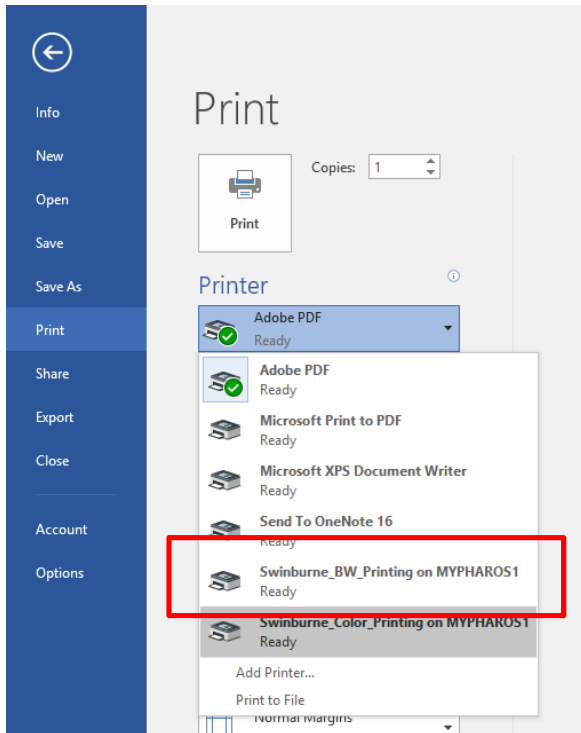
1. Go to a computer in the Library IT section or open labs
2. Open the document that you want to print
3. Click on **'File'**



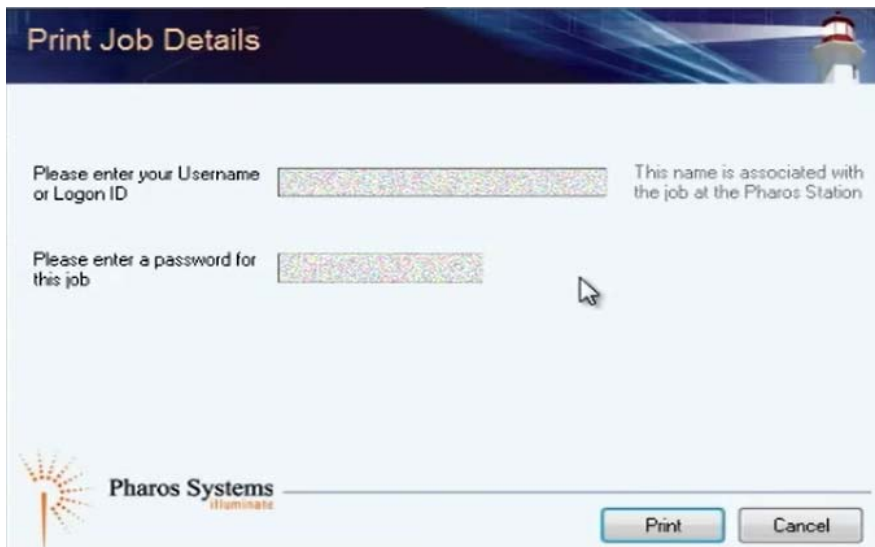
4. Click on **'Print'**



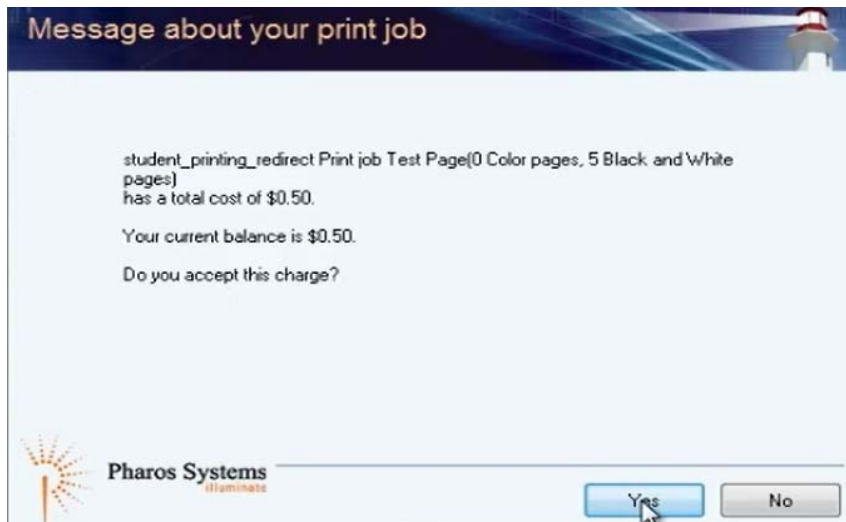
5. Select '**Swinburne_BW_Printing on MYPHAROS1**' in your printer lists and click on '**print**'



6. Enter your **student ID number** and your **password** on the dialog box and click on '**print**' to confirm



7. Click on 'yes' to accept the charges



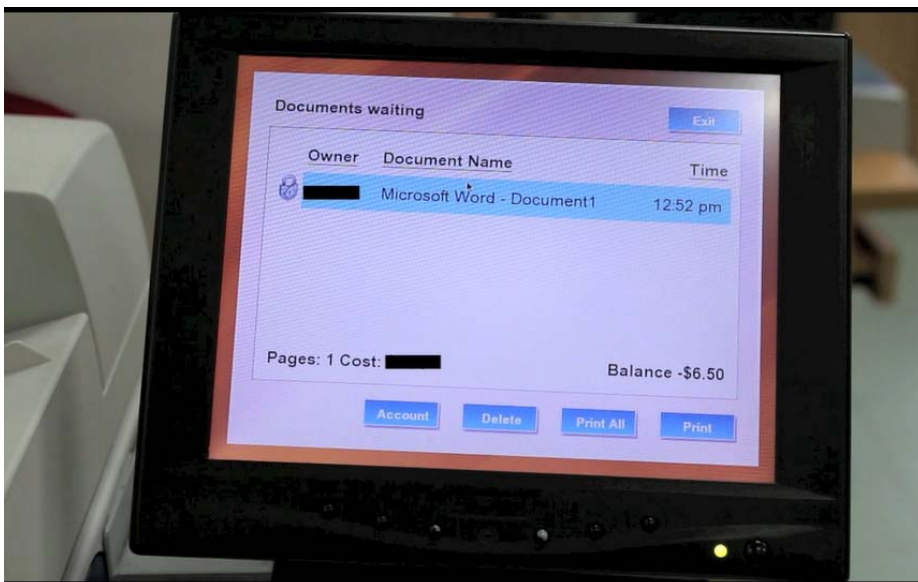
8. You can collect your printed document from the Printer located in the library, A206 Printing room or Building G, Level 5 (Open Lab)
9. To collect your printed document, go to the nearest printer
10. Tap on '**printing**' on the pharos systems terminal



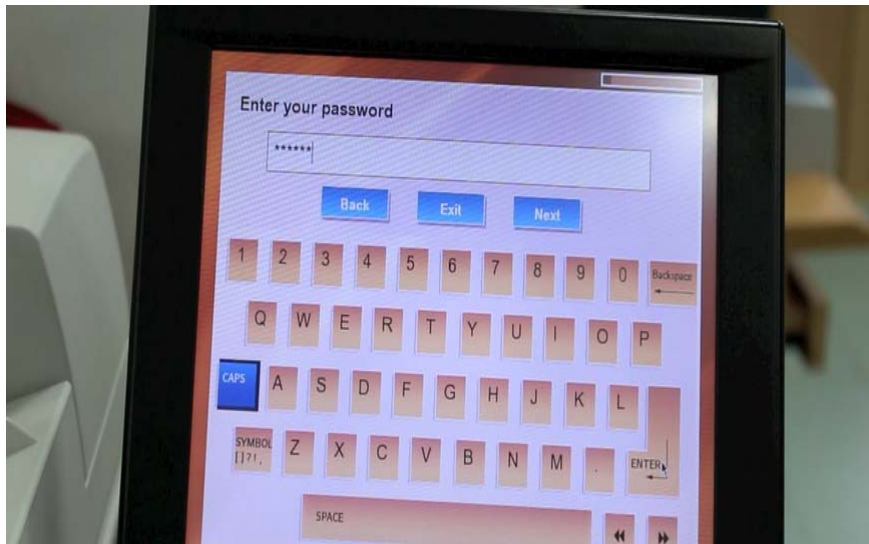
11. Swipe your student ID card on the card scanner



12. Select your document and tap on *'print'*



13. Enter your password and tap on **'next'**



14. Collect your document from the printer

