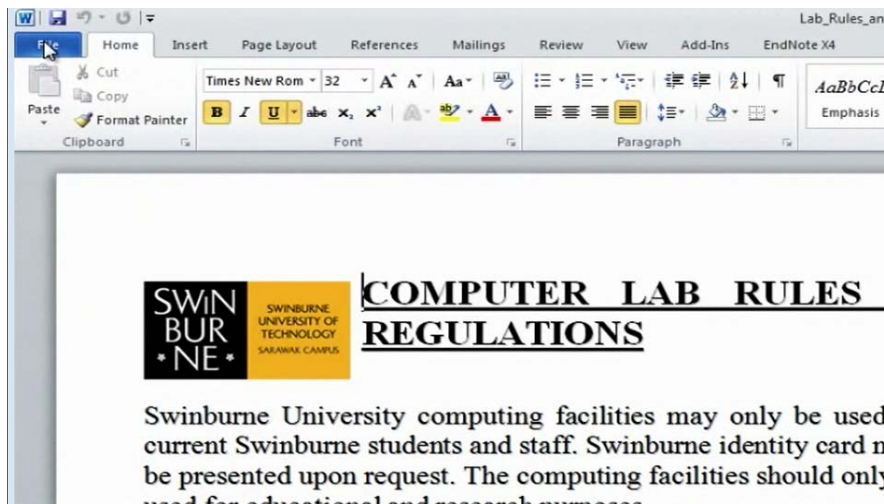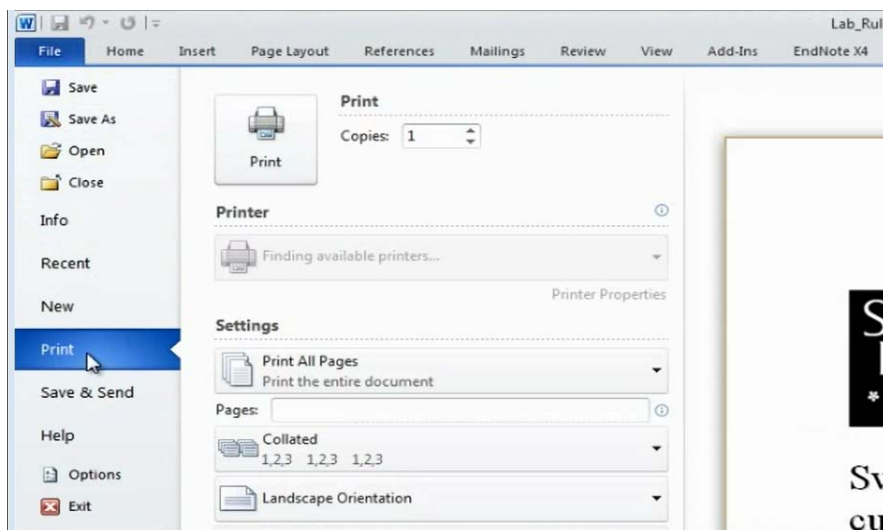**How to print from library and open labs (Colour)**
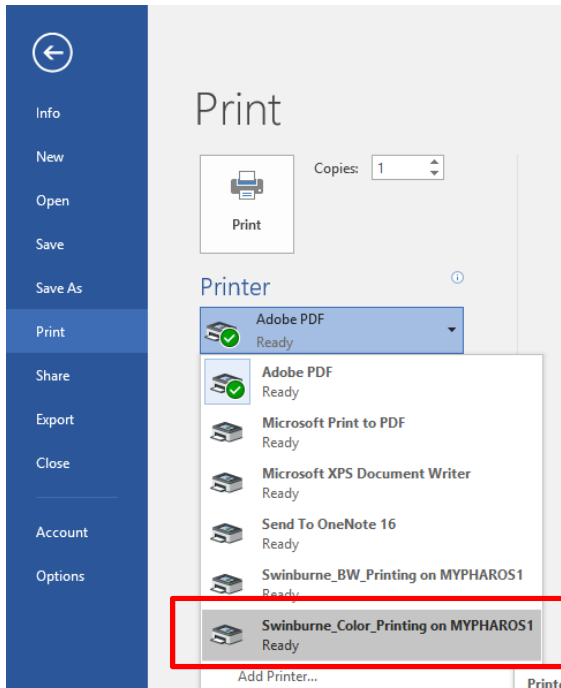
1. Go to a computer in Library IT section or open labs
2. Open the document that you want to print
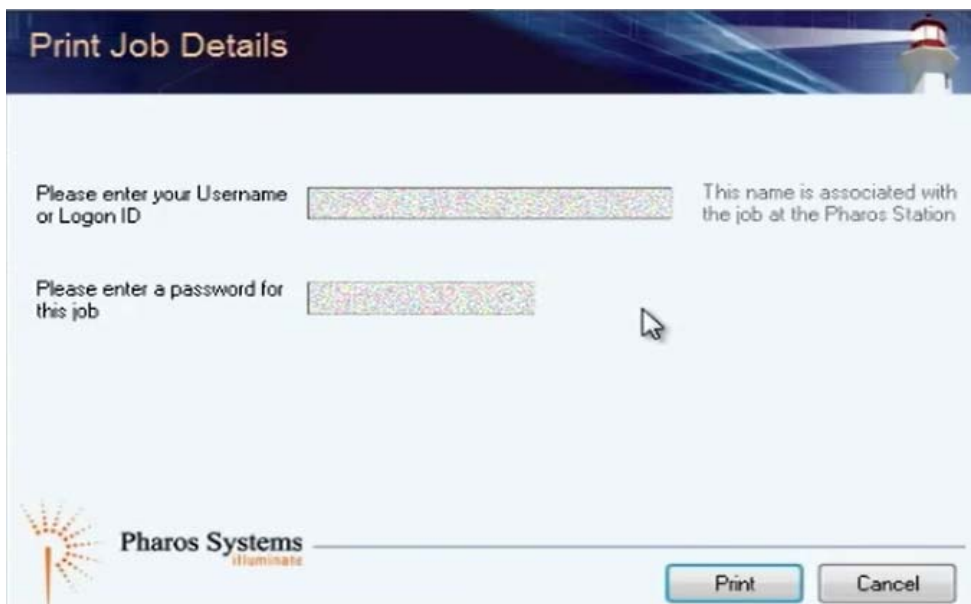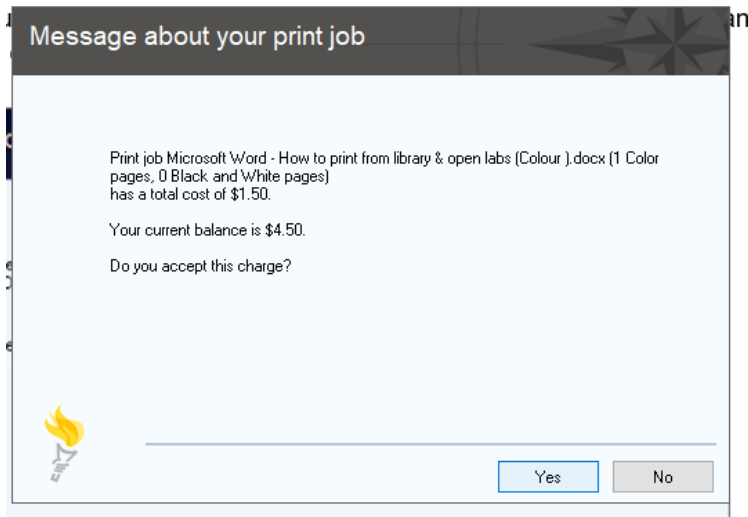3. Click on *'File'*

4. Click on *'Print'*

5. Select *'Swinburne_Color_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
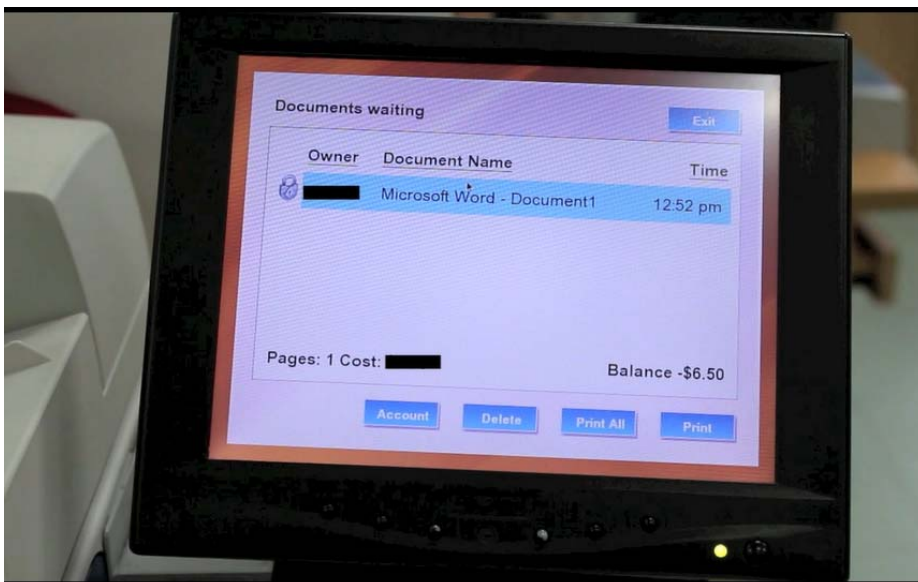
7. Click on *'yes'* to accept the charges

8. You can collect your colour printing from the Printer located in the library

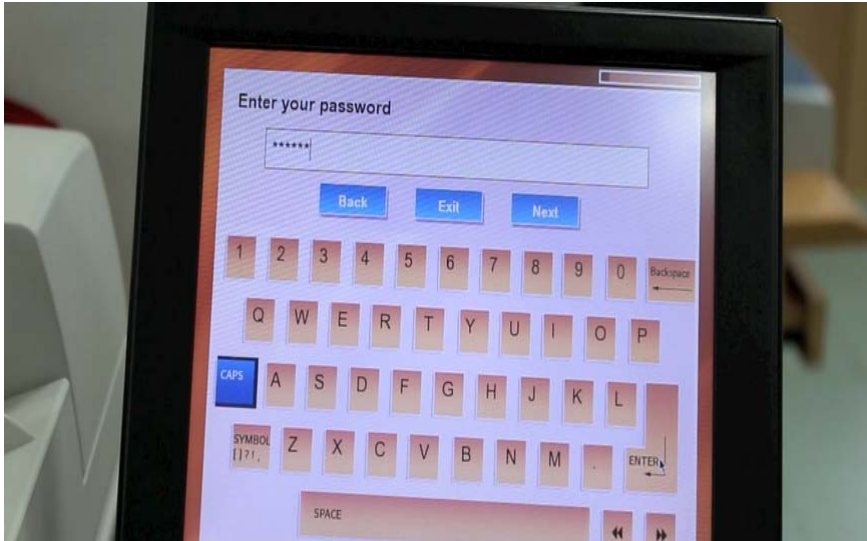9. At the colour printer, tap on *'printing'* on the pharos systems terminal
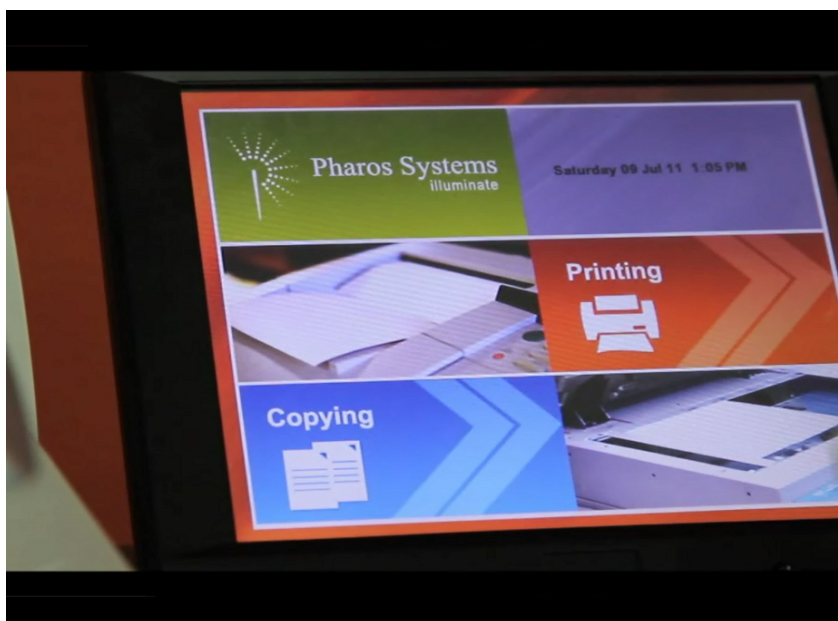
10. Swipe your student ID card on the card scanner

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

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

13. Collect your document from the printer