


# -Printing with Release Stations-

**When printing a document wirelessly at the library, you must release your document via a print release station.**

**If you're having trouble printing wirelessly, please see the PaperCut FAQ page at:**

**<http://library.belmont.edu/about/papercutfaq.html>**

**Walk to the nearest release station to release the document. Release stations will have login screens that look like:**

 **Library Print Release Station C**

To login, enter your MyBelmont user name and password.

For help using this release station, ask a library staff member.

Username

Password

PaperCut NG 12.5 (Build 19702) © Copyright 1999-2013. PaperCut Software International Pty Ltd

**Use your MyBelmont credentials to log in to the release station. Once you've logged in, you will see this screen:**

Library Print Release Station C

User: hodginc. Unrestricted Refresh

Time	User	Printer	Document	Machine	Pages	Cost	Action
9:29:41	hodginc	Library_3F_B&W	Belmont University   Nashville, TN   Lil...	mlib.belmont.edu	2	\$0.10	<a href="#">Print</a> <a href="#">Cancel</a>

Print All Cancel All Done

9:30 AM 5/15/2013

**You can choose to print or cancel your document(s) by clicking the appropriate link at the top right or the appropriate button on in the bottom right corner.**

**No charges will be applied to your account until the print job has been released.**

**If necessary, print jobs can be released from the Research Services desk.**