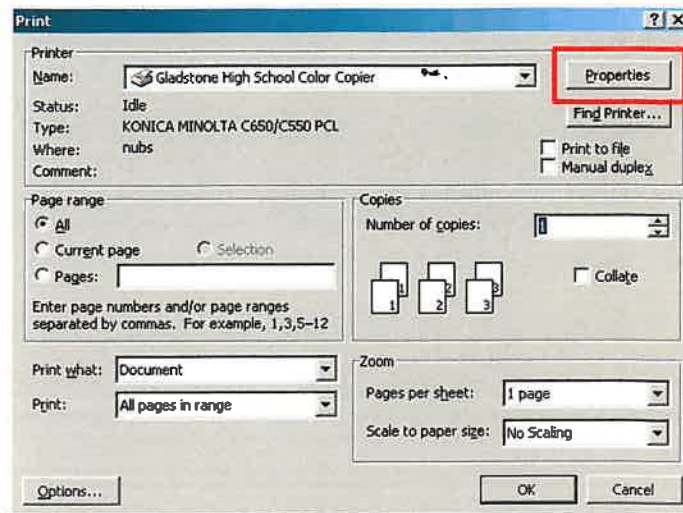
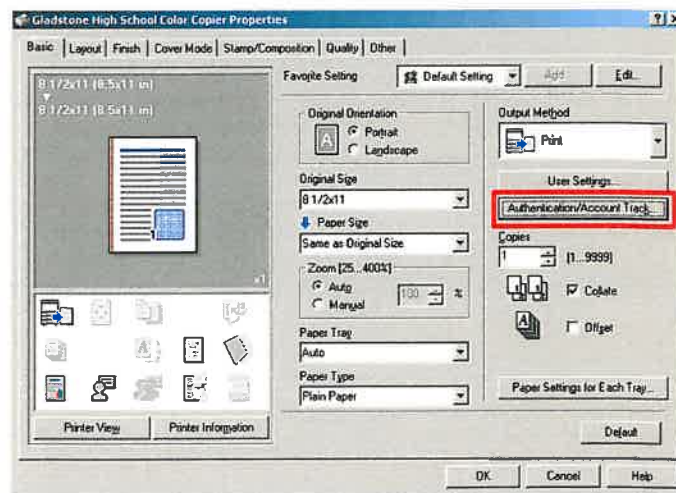


Authentication and Printing in Color

Printing in color from your computer requires authentication. In order to do this, a valid username and passcode must be entered into the printer driver. To do this, choose "File" and "Print" from your application's toolbar. This will open your computer's print dialog, similar to that shown below. Choose the Color Copier from the list, and click the "Properties" button.



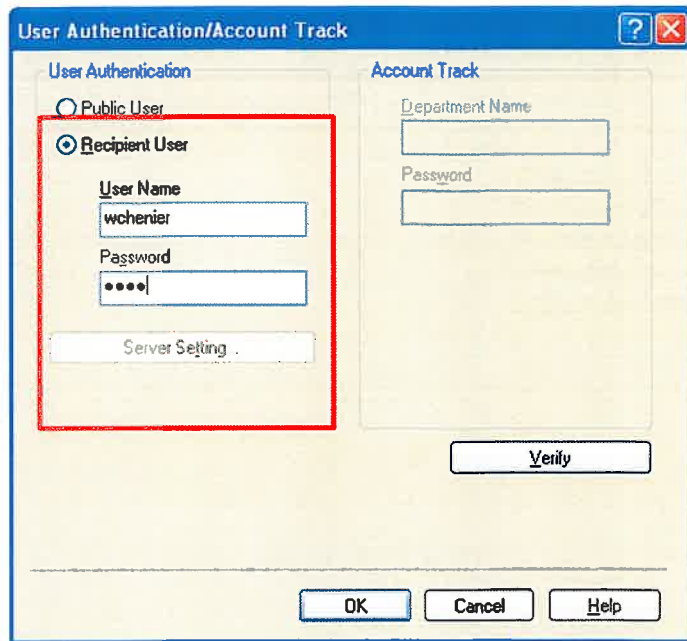
This will launch the printer preferences dialog. By using the "Authentication/Account Track" button you can ensure that your credentials are properly attached to your color print job.



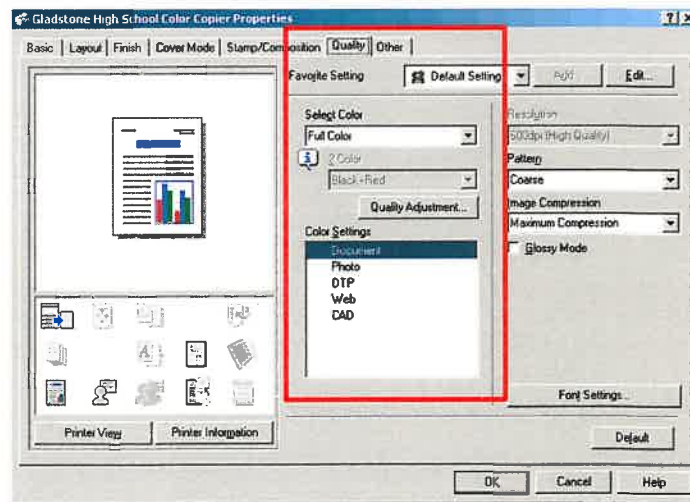
You will then see the Authentication Dialog. Enter your information under "Recipient User".

Your "User Name" is the name portion of your email address. (All lowercase) Your password is your last four digits of your school phone extension.

You can then use the verify button to ensure that your information was entered as it was entered when the MFP was setup.



After closing this Authentication dialog, you can browse to the "Quality" tab of the driver and choose color output. Jobs sent to the copier without authenticating properly will only output in Black and White, even if the output settings are set to color on the "Quality" tab.



Be sure to change your settings back if you wish to print in Black and White.