Printing at the UHWO Library
$0.10 per page, black and white only

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<th>$1.00</th>
<th>$2.00</th>
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<tbody>
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<td>Copy Card</td>
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1. Insert your copy card into the card reader.
2. Select your print job (look for your filename and computer number)
3. Press “Release” to print your document
4. When you are finished printing, press the white button on the card reader to eject your copy card.

Printing Tips
- Give your document a unique filename.
- Use print preview to check the number of pages in your print job, and make sure you have enough money on your copy card.
- If you run out of money on your copy card(s) while your document is still printing, please delete the print job.
- When your card is empty, you may recycle it in the envelope attached to the card reader.
- Double-sided printing is possible, but still costs $0.10 per side.
- Ask a librarian if you have any questions.