2021 EMPLOYEE
CAMPUS PRINTING
INSTRUCTIONS

MANHATTAN TECH

MANHATTAN AREA TECHNICAL COLLEGE

To print at a school computer.

The "XeroxFindMe" will be the printer to select for printing.

OPTIONAL: If you need to print in color you will need to go in the printing preferences and change the auto black and white to off.
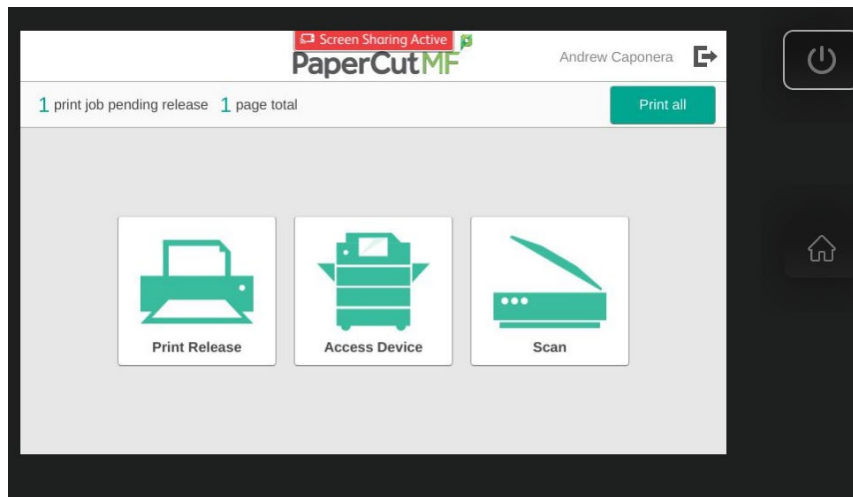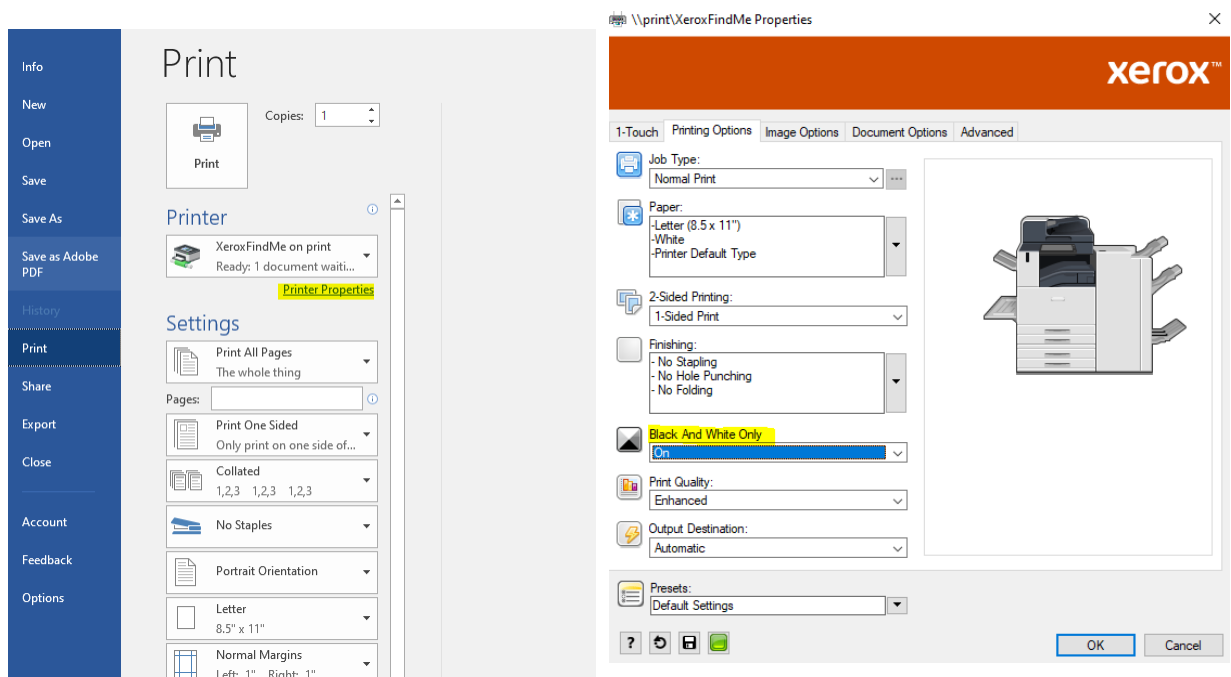
At the Xerox you will see this screen once logged in.

Then you can release your print jobs, or make copies by going to access device.