

PHAROS/UNIPRINT FEE-BASED MANAGEMENT SYSTEM FOR NETWORKED PRINTING

How the Print System Works

Law Student Subsidy: Each student enrolled in the College of Law receives 1200 subsidized prints per year.

Card-Based Charging: You can tell how much value you have left on your UC I.D. Card or Bearcat Campus Card at any time by swiping it in the magnetic card reader at the Print Release Stations in the computer labs. The cost per printed page is \$.07. You must have enough value to cover the number of pages you wish to print in any one print job, or none of the pages will print.

Printing a Document: You will need your UC I.D. Card or Bearcat Campus Card to release a print job to the printer. Follow these steps:

- Initiate the print command from the computer
- Insert your card into the swipe slot in the keyboard of the Print Release Station (mag stripe down and facing forward) and swipe to the left
- A list of print jobs will be displayed on the monitor with file name, user name and date/time. Highlight your print job and click on the PRINT button.
- No cover sheets will be printed with your document, so please retrieve your job promptly after printing.
- Print jobs will remain in the queue for 4 hours before they are deleted.

Adding Value to Your Card:

1. You can add value to your UC I.D. Card at the charging machine in TUC (Tangeman University Center). The charging machine is located in the Food Court exit near Starbucks. It accepts ones, fives, tens and twenty dollar bills. You also can go to the Bearcat Campus Card Desk located just inside the north TUC entrance on McMicken Commons and ask the attendant to add value to your card with cash or a credit card.

2. You can add value to your UC I.D. Card with a credit card via the web at www.uc.edu/bearcatcard/, where you can register and set up an account (which gives you some options for managing your account), or you can just add value by clicking on the Deposit Funds button at the bottom of the web page.

3. You can buy a pre-charged Bearcat Campus Card at the Law Library Circulation Desk. Cards are available in denominations of ten and twenty dollars. There is a one-dollar charge for each card, so the amount available for printing is actually one dollar less than the cost of the card. You can recover the one-dollar charge by returning your used card to the Circulation Desk. Lost pre-charged cards will not be replaced for free.

Questions? If you have any questions as you use the print system, please see the computer lab assistant on duty, or any member of the Circulation Desk staff. You may also contact John Hopkins, Head of Systems, at 513-556-0153, or john.hopkins@uc.edu.