

Printing at UniMy

Follow-U Print

- Follow-U Print is the UniMy printing services for students, faculty and staff
- All students receive a print allowance of RM20 per month. This allocation is the amount equal to 250 black/white page print or 20 colour page print.

Rate for Printing & Photocopy

- 1 page of black/white - RM0.08
- 1 page of colour - RM1.00
- Student can top-up the print credit by contacting Campus IT personnel.

Printing from Public Computer

- If you are using printing from public computer (computer lab and library), you do not need to configure your computer to print. Your print job will automatically be sent to a nearby printer:
 - 1) Login using UniMyNet id and password (into Active Directory)
 - 2) Print default printer name 'Virtual Printer on printserver'

Printing from Personal Laptop

- If you are using your own laptop or laptop provided by university, you can directly print to the available printer.
- The print job will use the account of the laptop owner
- Please contact CIT personnel on how to connect to the printer driver.

Retrieving your Print Job

- After you have released your print job for printing, you may retrieve it at the nearby printer. The printer location are :
 - 1) Library
 - 2) Kiosk Room in Library
- Steps
 - 1) Touch the EZ Charger



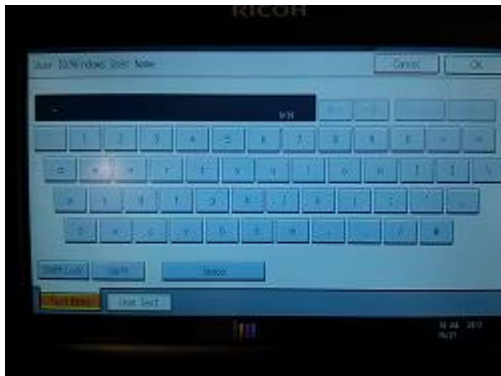
2) There are 2 ways to login in EZ Charger



- First Option (scan using student id card)



- Second Option (login using student id and password)



- 3) To view list queue of document to print



- 4) List of document to print. Press 'Print' button to print.



- 5) Student can check credit balance and total current session

