1. Map the printer HUIT-SECURE-PRINT using the following instructions: https://wiki.harvard.edu/confluence/display/HUITPP/HUIT+Secure+Print

2. Print a document, walk up to the printer, and swipe your HUID (thick stripe facing the PaperCut logo)

3. Tap Print Release and in the next screen...
   Tap a Document Name or Print All to release the document(s)

1. Swipe your HUID card at the printer

2. Tap the Device Functions button

3. The account screen will display and wait or click OK to proceed. Choose your Copier settings and tap Start.
1. Swipe your HUID card at the printer

2. Tap the Scan button

3. Tap Scan again to initiate the Scan to My Email function. Tap Subject, Filename, or Settings to change those fields. (the email will arrive from huitpapercut-noreply@harvard.edu)
1. If you are using HUIT Secure Print, and you see the home screen, click the PaperCut icon to get started.

2. Scanner (Classic) are the local Scanner features. Tap here to access pre-configured non-HUIT Secure Print scan features.

3. Fax (Classic) is for the local printer Fax features.

4. Soft Keys, always located at the top of the screen, provide quick access to PaperCut and Classic features.