

# **OrePrint Cheat Sheet**

## \*WHAT IS OREPRINT?

OrePrint is the integrated Color & B/W printing system providing several key features:

- -Web Printing: Submit Jobs Online in PDF & Common Microsoft Office formats No Set up Needed!
- -Print from Anywhere to the Cloud and pick up your Jobs at any Release or Mobile Release Location across campus
- -Account Management: Manage your own Account by Checking Balances or Add, Transfer, or Redeem Funds

For more info Visit: https://www.mines.edu/ccit/oreprint-information/

## \*HOW DO I USE OREPRINT?

Getting Started is Easy!

- -A) Log into OrePrint with your MultiPass and select Web Print -OR-
- -B) Map to \\cyclone\OrePrint on your Windows or Mac computer

#### -WHAT ABOUT MOBILE RELEASE?

No Release Station Close by? No Problem! Look for the Mobile Release label on the printer:

- . Scan the QR code with your QR reader of choice iOS App Store or Google Play . Login with your MultiPass to Manage your Print Jobs on that Printer: Release or cancel all...or some...of your print jobs

#### \*HOW MUCH DOES OREPRINT COST?

OrePrint's Prices: -Color single-sided - \$0.20/sheet All Students Start with \$8 in printing Funds!

-Monochrome single-sided - \$0.08/sheet

-Color duplex - \$0.10/side

-Monochrome duplex - \$0.04/side

\*WHERE IS OREPRINT? Several Campus Locations - See Map on Reverse

Need More Help? Visit helpdesk.mines.edu



Key: Blue icons = color printers; gray icons = black+white printers