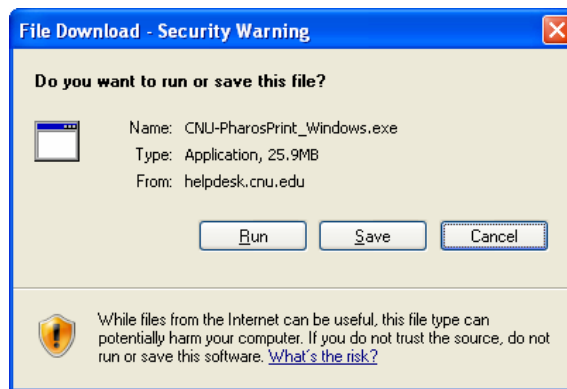




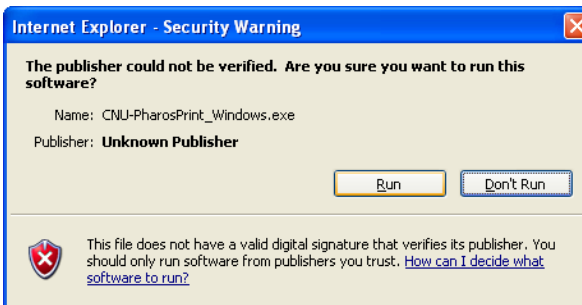
SETTING UP WINDOWS LAPTOP PRINTING

To print from your Windows laptop, follow these steps:

1. First, connect to the wireless network using Odyssey after ensuring the computer is registered with CNU.
2. Go to <http://helpdesk.cnu.edu>
3. Click on the “Setting up the Pharos PrintAnywhere Client for your computer” link
4. Under the Getting Help Header [Windows Pharos PrintAnywhere Client Download](#) for Windows 2000, XP, or Vista.
5. A dialog box will display prompting you to download a file. Click Run to begin the file download.

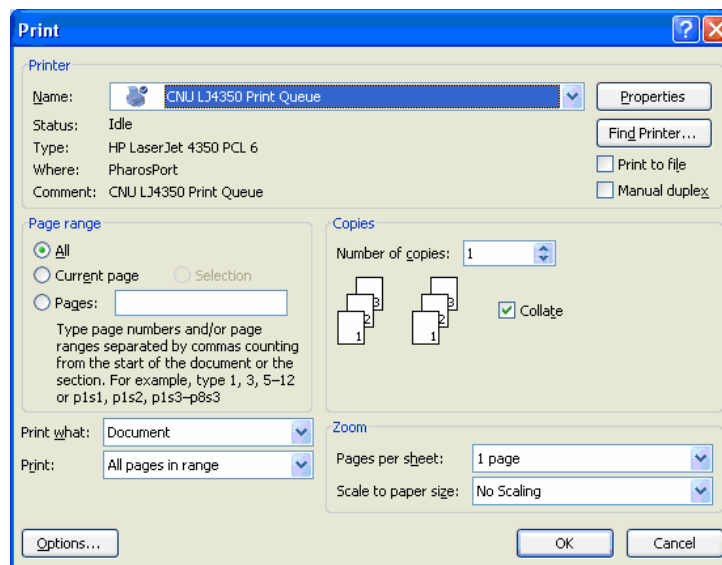


6. After the download is complete, click RUN on the next dialog box.

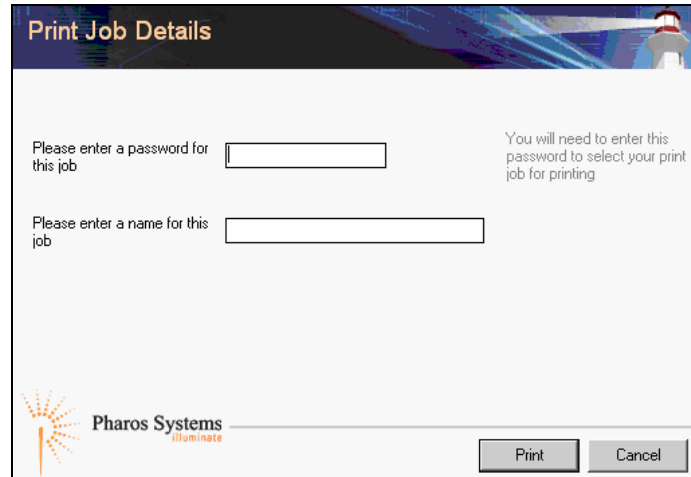


7. The package “Pharos_CNU LJ4350 SQ installer” will launch. Press INSTALL to begin the installation. This will take a couple minutes.
8. Once the installation runs, you will be prompted at the end to FINISH the installation. This ends the installation. You are now ready to print using the Pharos system.

9. When you are ready to print, the printer's name that you will send your print job to is called CNU LJ4350 Print Queue. Click OK and another box will be displayed.



10. This next box is where you will enter in a password (keep it simple) so only you can print the document. You will find your document on the Pharos machine by it's name, which you will give to it in the next box. Make the name of your print job unique (ex. Smith123) because other people will be naming their jobs as well.



Once you hit PRINT, your job is immediately send to the Pharos machine to be retrieved. Once there, you will swipe your Captain's Card and find your print job. Click on it and type in your password to print the job. If you have forgotten your password, you will have to reprint the item and remember another password. Old jobs are deleted after 30 minutes. You can print your job anywhere on campus that there is a Pharos machine.