

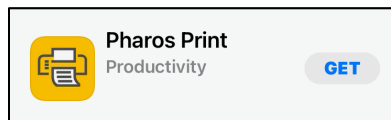


Touchless Printing with PrintLess

Touchless printing is available at all CITS PrintLess printing locations. This allows you to release your print jobs with your smart phone instead of using the touch panel on the printer. An Android or iOS smartphone or tablet with a built-in camera, and a stable internet connection are required.

If you have questions, please use the online help form at <https://ithelp.umassd.edu>, contact the IT Service Center at 508-999-8790 or email itscenter@umassd.edu.

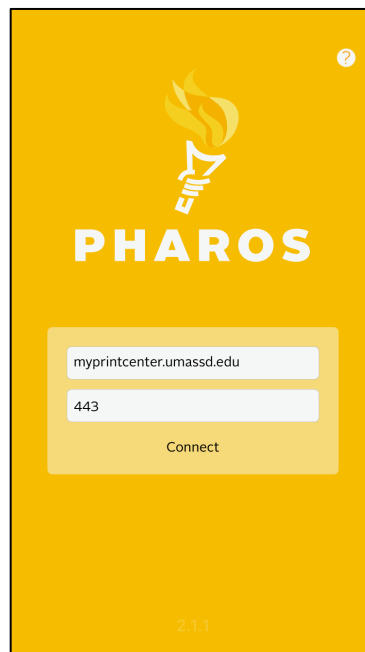
1. Open the App Store on your mobile device.
2. Search for and install the Pharos Print app.



3. Open the Pharos Print app.

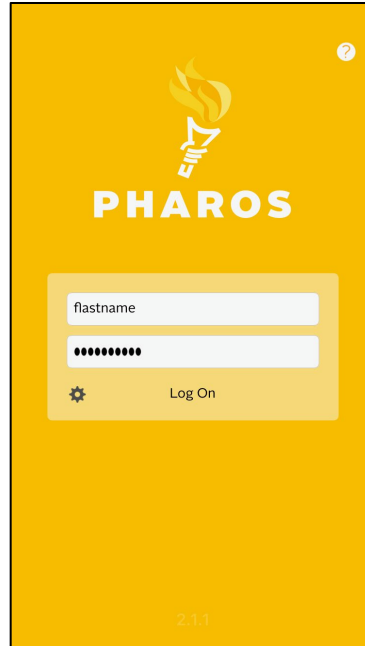


4. Enter “myprintcenter.umassd.edu” and “443” into the fields provided, then tap **Connect**.

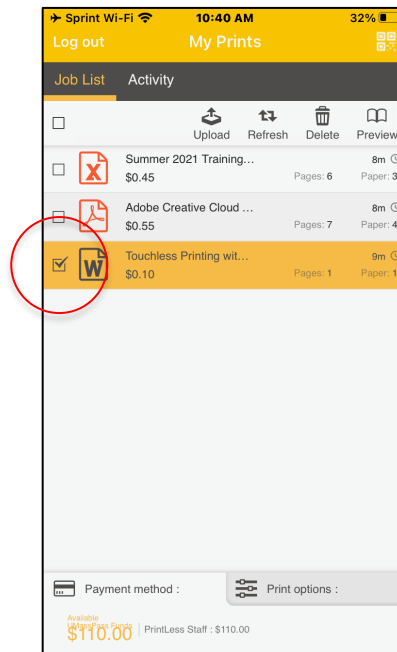




5. Enter your UMassD Login username and password into the fields provided, then tap **Log On**.



6. A list of your pending print jobs is displayed, with a page count and print cost for each.

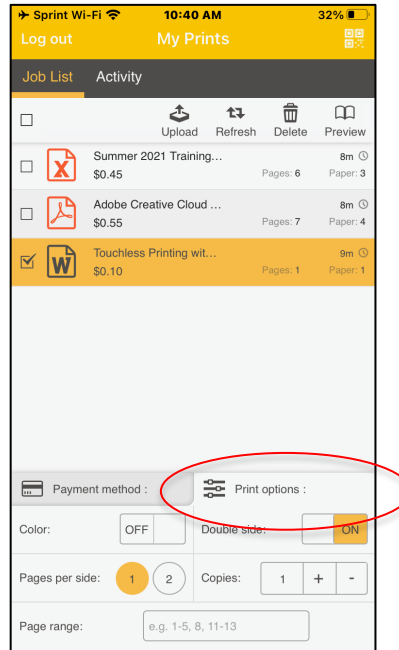


Select the desired print job(s) in the list.

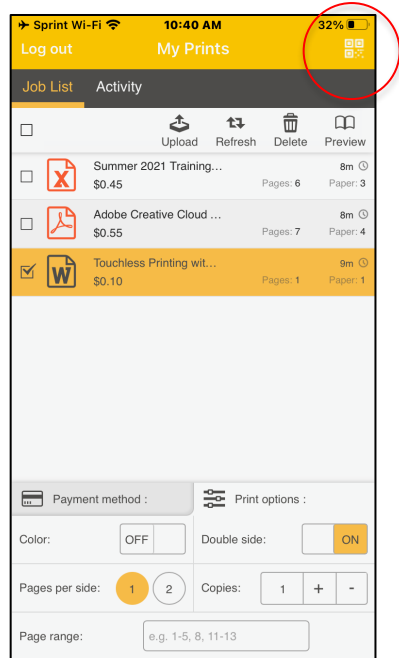
Important: If you don't make a selection, all of your documents will be printed!



7. Select the **Print options** tab and make any needed changes.



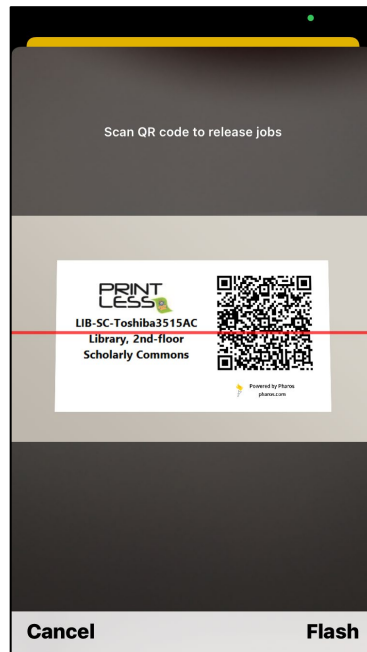
8. Tap the QR code button in the upper right corner of the app.



9. Tap the **OK** button to grant the app access to your device's camera.

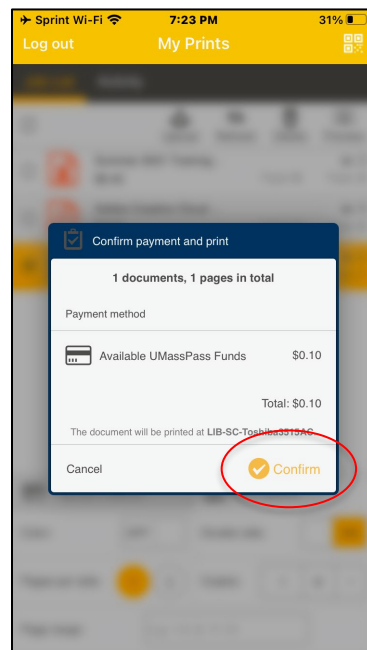


10. Position your phone to scan the PrintLess QR code on the printer.



When the app successfully reads the code, the scan screen closes automatically.

11. Review the printing cost, and tap **Confirm** to print.



The Pharos Print app remembers your connection settings and logon information for fast future printing.