Secure Print = "Follow Me Printing"

- 1) To secure print, select to print from device name beginning with "bl".
- 2) The third letter of the device name varies, depending on your location. See list below. Example, if you're at Cooper Campus, select to print from \\blc-rps\bl-mfp.

Cooper Secure Print (Follow Me Printing): \\blc-rps\bl-mfp

Newtown Secure Print (Follow Me Printing): \\bln-rps\bl-mfp

Leestown Secure Print (Follow Me Printing): \\bli-rps\bl-mfp

Winchester Secure Print (Follow Me Printing): \\blw-rps\bl-mfp

Lawrenceburg Secure Print (Follow Me Printing): \\bla-rps\bl-mfp

Danville Secure Print (Follow Me Printing): \\bld-rps\bl-mfp

** The print may be released from any Konica Minolta MFP on the BCTC network. The prints will auto-delete if not retrieved within 72 hours.

Retrieval:

- A. From a Konica Minolta bizhub (363, 423, 552):
 - 1) Log into the MFP.
 - 2) On the touchscreen, top left corner of the screen, select APP.
 - 3) List will appear, select document (s). Press Print.



- B. From a Konica Minolta bizhub (C224, C364, C454, C654, 654, 754):
 - 1) Log into the MFP.
 - 2) Press the MENU button.
 - 3) Select APP icon.
 - 4) Select print job from the list and press START.



Secure Print = "Follow Me Printing"

Retrieval:

- C. From a Konica Minolta bizhub (363, 423, 552):
 - 4) Log into the MFP.
 - 5) On the touchscreen, top left corner of the screen, select APP.
 - 6) List will appear, select document (s). Press Print.



- D. From a Konica Minolta bizhub (C224, C364, C454, C654, 654, 754):
 - 5) Log into the MFP.
 - 6) Press the MENU button.
 - 7) Select APP icon.
 - 8) Select print job from the list and press START.

