1. At your computer, select _____ for black & white or _____ for color print jobs.
2. Walk up to the _____ . If the printer is idle, tap your _____ on the _____ to bring the device out of idle status. Wait for the printer to warm up.
3. Tap your _____ card on the _____ to access printer features.

4. Select the _____ that you wish to charge your job to.

5. Select the _____ that you wish to print (See Figure 3).
6. Tap the _____ button after selecting your print job(s) (See Figure 3).

7. Remove your printed document(s) from the tray.
8. Tap your _____ on the _____ to log out of the printer.