



Send Print Job to WMY LC Self-Service Print Station 3 & 4 for Windows 7/8/10 - Fuji Xerox

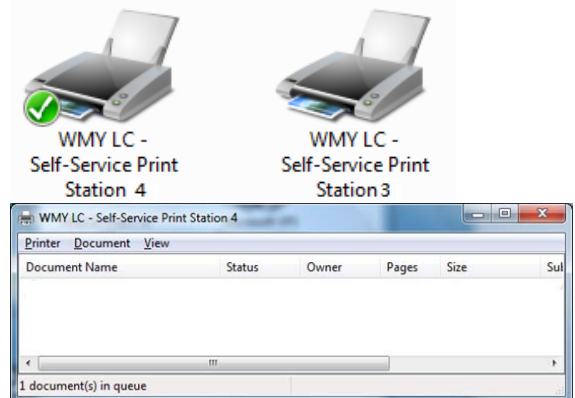
In Windows, the default settings of WMYLC – Self-Service Print Station 3 & 4 are: Black & White, Duplex and A4 size. Users can further change the settings.

(Illustrated in 64-bit Windows and similar screens could be applied to 32-bit OS)

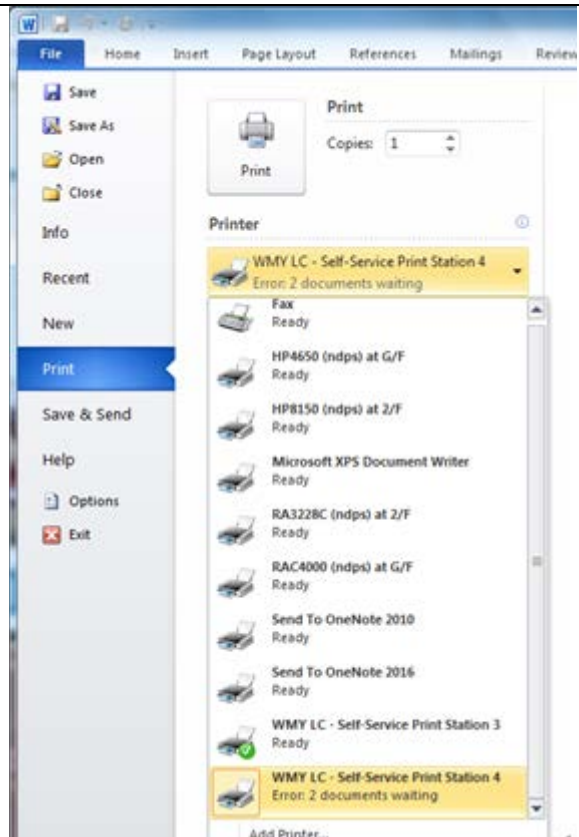
Suitable for:

- **printer WMYLC - Self-Service Print Station 3** ([32-bit](#) / [64-bit](#) , please complete the Installation and Configuration)
- **printer WMYLC - Self-Service Print Station 4** ([32-bit](#) / [64-bit](#), please complete the Installation and Configuration)

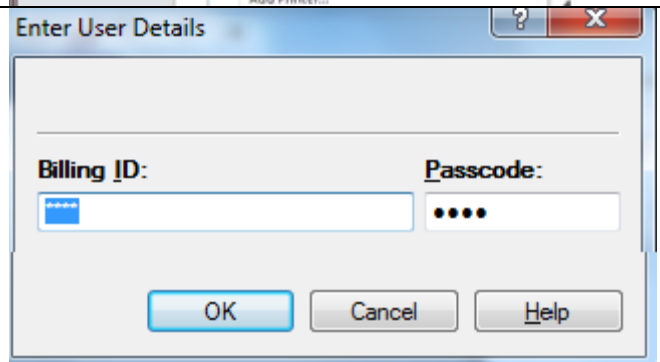
1. Input Billing Code and Passcode For Print in software:
Click on printer you selected:



2. Open software, e.g. MS Word →File → Print

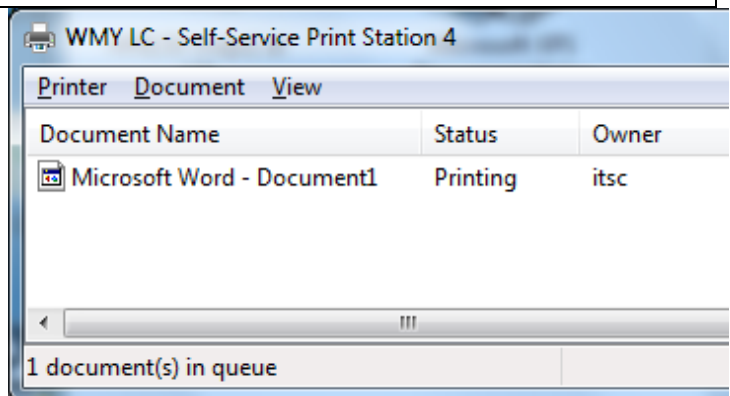


3. Type your “Billing Code” and “Passcode” (Only number is accepted).



4. Click on printer you selected and see the status as right hand side.

Then collect the print out at print station → **Charge Print**



Prepared by: User Support Division, Information Technology Services Centre

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