Pi Ch'iu - Self-Service Print Station 2

Pick up your print Job
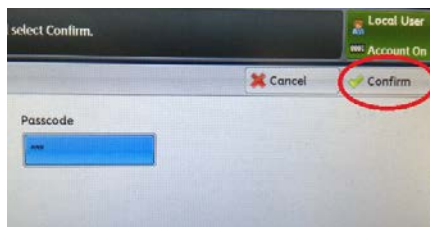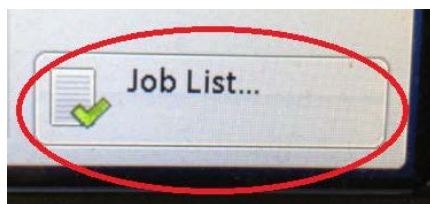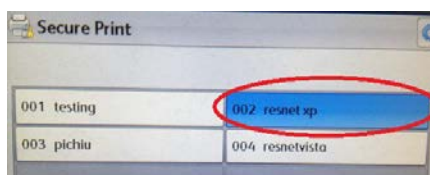
1. 從下列網站下載並安裝驅動程式
Download and install the driver onto personal computer from
http://www.cuhk.edu.hk/itsc/network/ssp/pichiu/index.html

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2 發送打印工作並設定" user ID and passcode "
Send your print job with user ID and passcode.
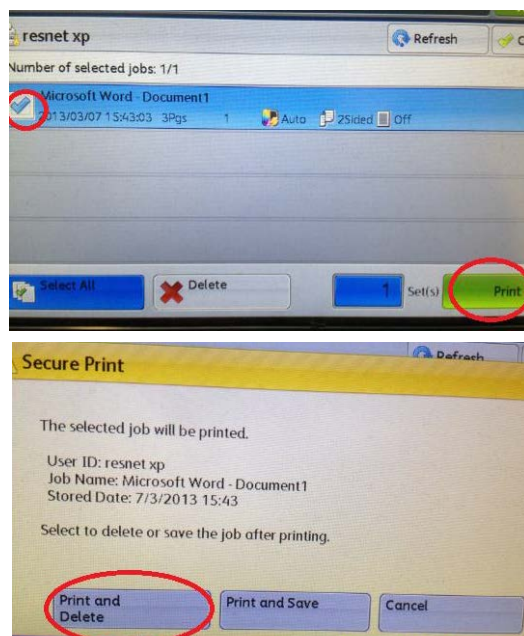
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3. 前往 Self-Service 打印機
Go to the print station.

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5. Secure Print
選取 user ID，
然後輸入密碼
Select your user ID and input the passcode.

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4. 插入八達通卡
Insert your Octopus.

6. 選取打印工作，打印文件
Select your print job and print.

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7. 確認收費，取回八達通卡
Confirm the charging and collect your Octopus.

Important notes: 重要事項

1. Your print jobs will be stored in the print station for 4 hours. If you do not release them within the time limit, they will be removed permanently. 所有打印工作只會保存四小時

2. All transactions are directly charged through Octopus card and all printing charges are non-refundable. 所有交易均透過八達通卡直接收取。打印一經處理，均不設退款

3. Remember to get back your Octopus card after use. 使用後謹記取回八達通卡

4. For any enquiry, please submit your case to ITSC Service Desk: https://servicedesk.itsc.cuhk.edu.hk/

5. 如有任何查詢，請到電子服務台提交個案 https://servicedesk.itsc.cuhk.edu.hk/