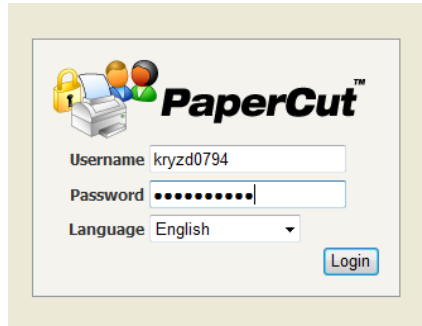


# How to use PaperCut

<http://papercut.fox.uwc.edu:9191>

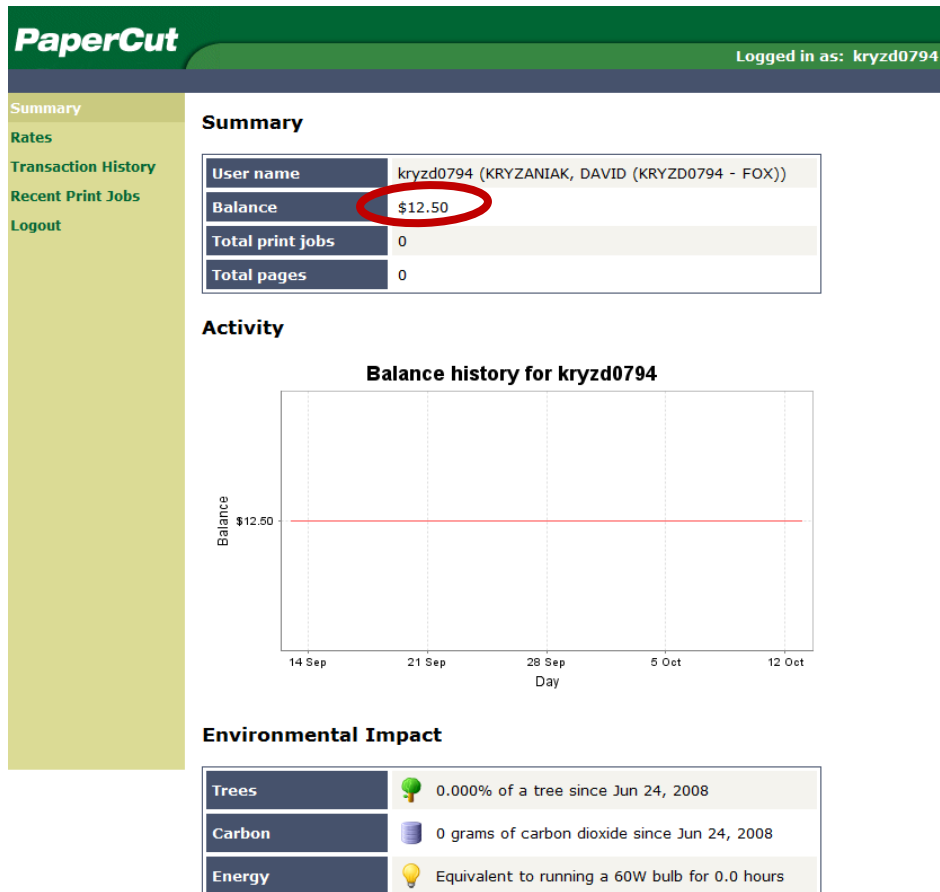
1. Login with you network username and password. You do not need to add the “@uwc.edu”



The login form features the PaperCut logo at the top left, which includes an icon of a printer and a padlock. Below the logo are three input fields: 'Username' with the text 'kryzd0794', 'Password' with a masked field of dots, and 'Language' with a dropdown menu set to 'English'. A 'Login' button is positioned at the bottom right of the form.

## Main screen

Circled in red is your balance remaining. Your starting balance is \$12.50. If you need more printer credits please contact the Business Office. If you see a problem please call the IT Helpdesk at 920.832.2719.



The main screen has a green header with the PaperCut logo on the left and 'Logged in as: kryzd0794' on the right. A left-hand navigation menu lists 'Summary', 'Rates', 'Transaction History', 'Recent Print Jobs', and 'Logout'. The 'Summary' section contains a table with the following data:

User name	kryzd0794 (KRYZANIAK, DAVID (KRYZD0794 - FOX))
Balance	\$12.50
Total print jobs	0
Total pages	0

The 'Balance' value is circled in red. Below this is an 'Activity' section with a line graph titled 'Balance history for kryzd0794'. The graph shows a constant horizontal line at the \$12.50 level from September 14 to October 12. The 'Environmental Impact' section at the bottom shows three rows: 'Trees' at 0.000% since June 24, 2008; 'Carbon' at 0 grams since June 24, 2008; and 'Energy' equivalent to running a 60W bulb for 0.0 hours.