How to print from your own device at TAFE NSW – Mac OS X

This reference guide explains how to print a document from your Mac OS X at TAFE, submitting it to a Multi-Function device (MFD)

Requirements: Your device must have Mac OS Yosemite+ installed to use this functionality.

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<tr>
<th>How to print a document from your Mac OS Yosemite at TAFE</th>
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<tr>
<td><strong>1. Connect to the TAFE Wi-Fi.</strong></td>
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<td><strong>2. Open System Preferences.</strong></td>
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<td><strong>3. Select Printers and Scanners.</strong></td>
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4. Select +.
Select Add Printer or Scanner.
Select FindMePrint.

5. The FindMePrint queue is installed in your Printers & Scanners.

6. Open the page, image, or file you want to print.
Select Print.
7. Check your document print preview and select **Print**.

8. Type your **TAFE NSW username** and password then select **OK**.

   Format your username as:
   - Firstname.lastname
   (example mary.doe2)

   You only need to authenticate once, as the Find-Me Print queue will remember your username and password.

9. **Release your print job** at a Ricoh Multi-function device.

Refer to the instructions on the [Print, Copy and Scan Support LibGuide](#).