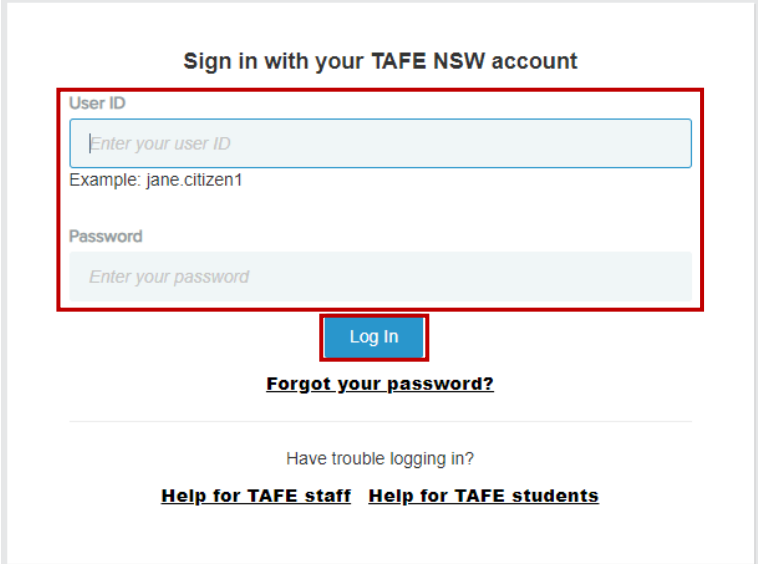
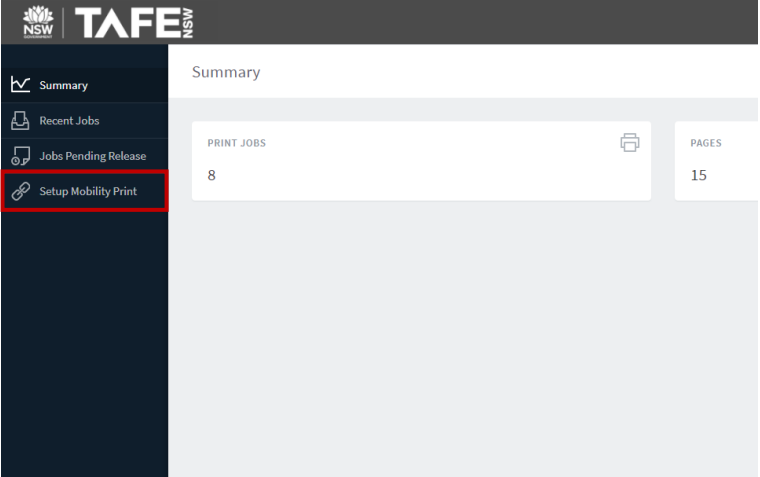


## How to print from your own device at TAFE NSW – Windows

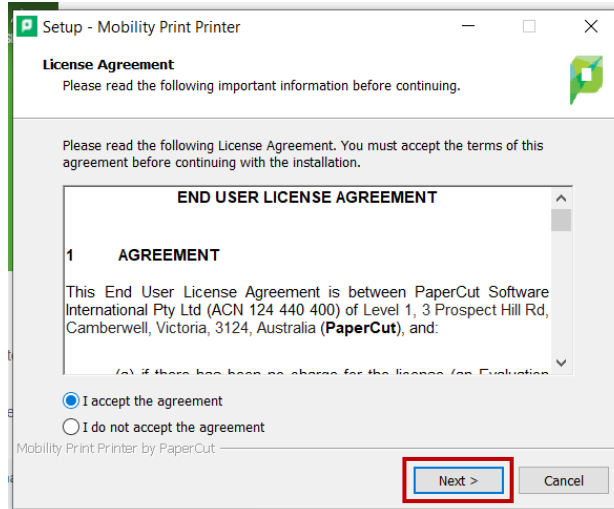
This reference guide explains how to print a document from your Windows phone at TAFE, submitting it to a Multi-Function device (MFD)

**Requirements:** Your device must have Windows 7+ installed to print from your device.

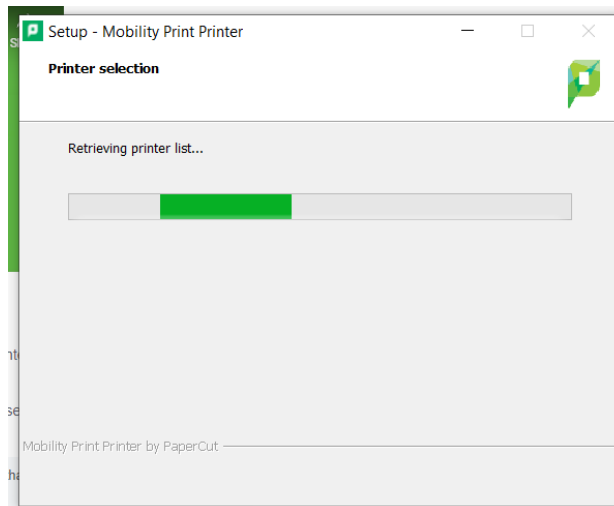
How to print a document from your Windows phone at TAFE	
<p>1. <b>Connect to the TAFE Wi-Fi.</b></p>	<p>Refer to the instructions in the <a href="#">Wi-Fi Support: Getting Started</a> page.</p>
<p>2. Navigate to <a href="http://oneprint.tafensw.edu.au/">http://oneprint.tafensw.edu.au/</a> Type your <b>TAFE NSW username</b> and <b>password</b>. Select <b>Log in</b>.</p> <p>Format your username as:</p> <ul style="list-style-type: none"> <li>- Firstname.lastname (example mary.doe2)</li> </ul>	
<p>3. Select <b>Setup Mobility Print</b>.</p>	

<p>4. Select <b>Click this link</b>.</p>	
<p>5. Open and run the downloaded <b>Mobility Print installer</b>.</p>	
<p>6. Select <b>your preferred language</b> and click on <b>OK</b>.</p>	

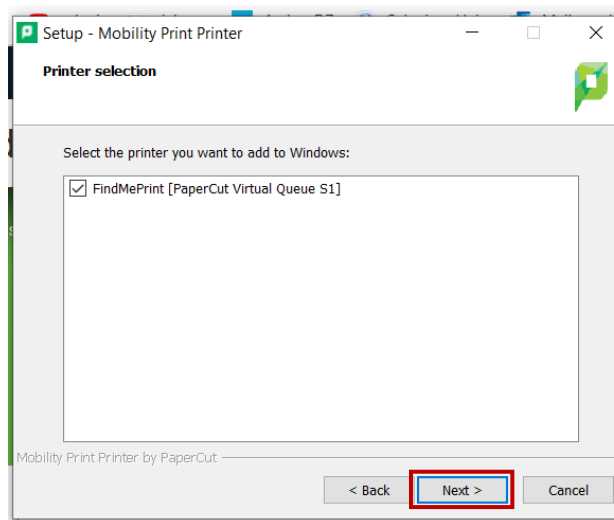
7. Select **I accept the agreement** and click on **Next >**.



8. The **printer list** is retrieved automatically.



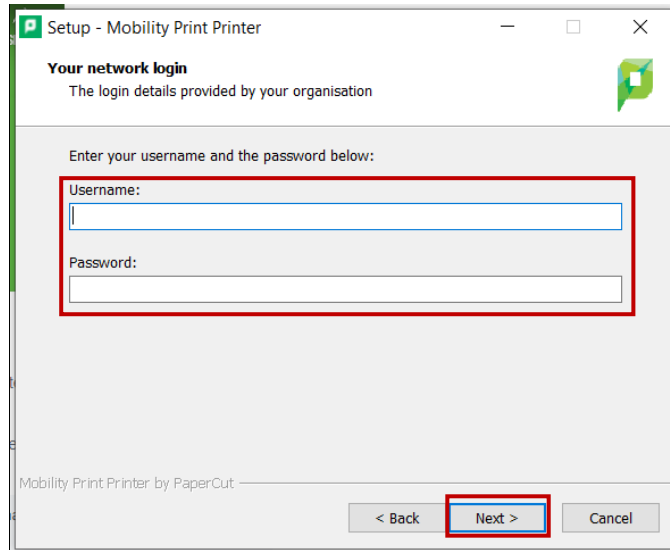
9. Select **FindMePrint** and click on **Next >**.



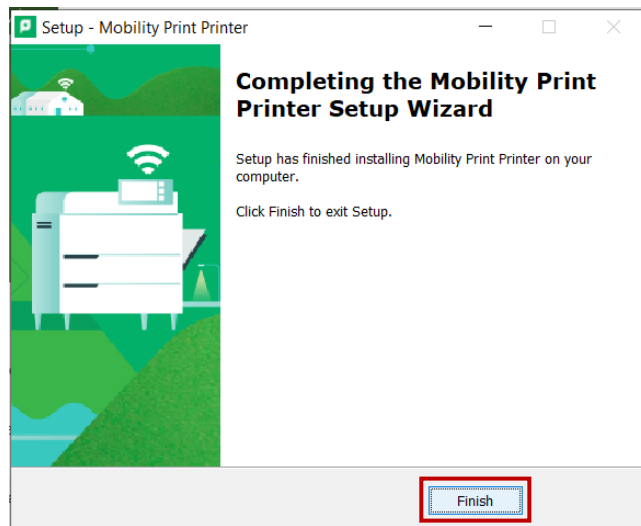
10. Type your **TAFE NSW username and password** and select **Next >**.

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

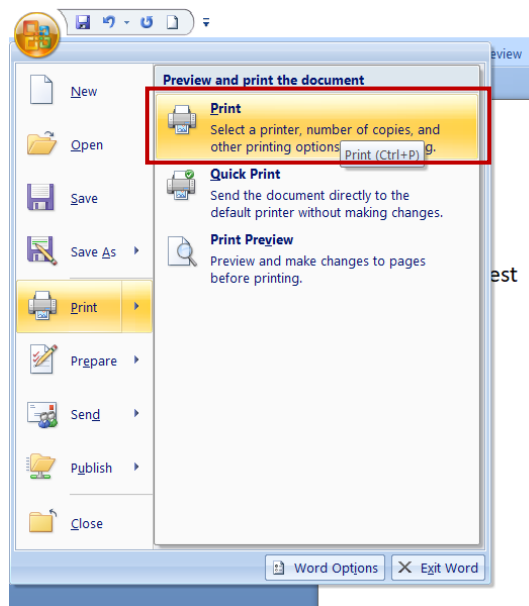
You only need to authenticate once, as the Find-Me Print queue will remember your username and password.



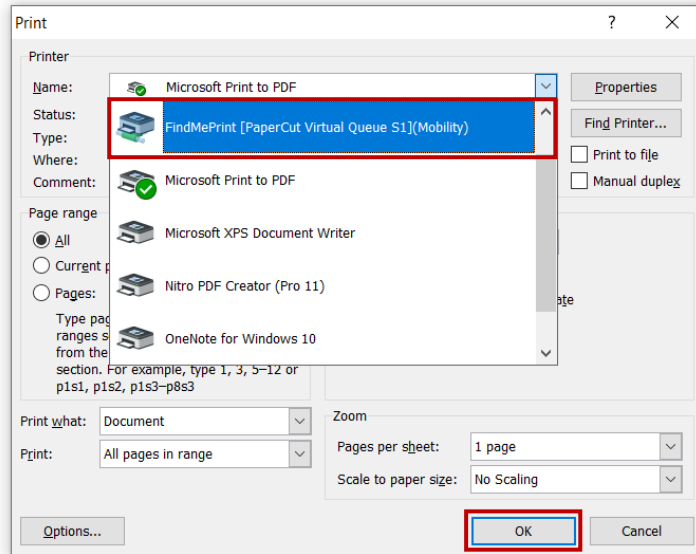
11. After the FindMePrint is installed, select **Finish**.



12. Open the **page, image, or file** you want to print. Select **Print**.



13. Select **FindMePrint** as your print queue.  
Select **OK**.



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

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