

HOW TO PRINT USING QR CODES ON CAMPUS

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PRINTING FROM YOUR LAPTOP OR THE LABS

1. FILE > PRINT (CTRL/⌘ P) - SELECT PRINTER TYPE

Three most common printer types

TNS-BW TNS-Color TNS-Fast-Plotter



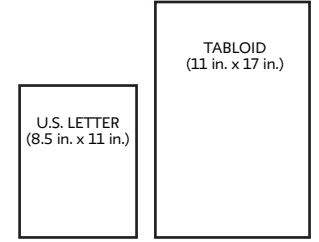
Look at the **Print to** section of the QR Code sign on the printer to find the printer type.

IT Computer Labs:

- 25 E 13th Street (Parsons East)
- 55 West 13th Street (Arnhold Hall)
- 63 Fifth Ave (UC Print Output Center)
- 6 E 16th Street (Innovation Center)

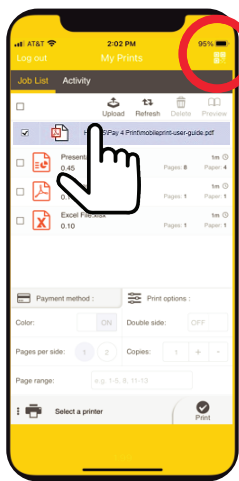


On Lab Computers save files to the Works in Progress folder.

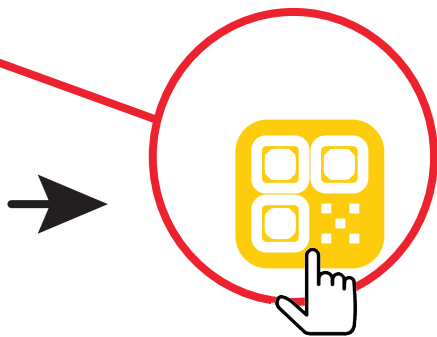


Standard printers use Letter and Tabloid sizes. Save large files as PDF.

2. SCAN QR CODE ON THE PRINTER TO PRINT



Select which file to Print.



Tap the QR icon at the top right corner.



Scan the QR code on the printer or plotter of your choice.



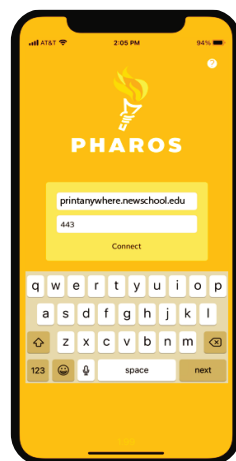
Tap confirm then pick up the document after it prints.

HOW TO SET UP YOUR PHONE (AND YOUR LAPTOP)

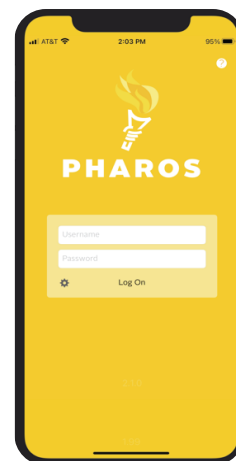
▪ DOWNLOAD AND SET UP THE PHAROS PRINT APP



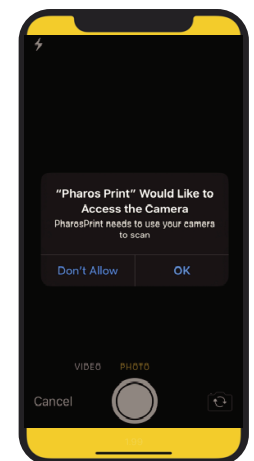
Install the **Pharos Print** app.



Enter **Server Address:** printanywhere.newschool.edu
Port: 443 - press **Connect**.



Login using your New School NetID and password.



When prompted, allow the app to access your Camera.

▪ INSTALL LAPTOP PRINTING SOFTWARE IF WANTED



- When your laptop is on the newschool wifi you can print if you have our printing software.
- Go to it.newschool.edu and select Services > Learning Resources > Laptop Printing.
- Download and install the printing software for your Mac or Windows laptop.