

Dear Students

Printing etiquette

Kindly note the following:

- You should send a document that you would like to print from your computer by choosing Unam Color on 192... or Unam Mono on 192... for black and white.

If the following printers are not connected:

- **Press Windows key + R then type: \\192.168.152.21 press OK**
- **Double click on the Unam Colour for colour printing**
- **Double click on the Unam Mono for (B/W)**