

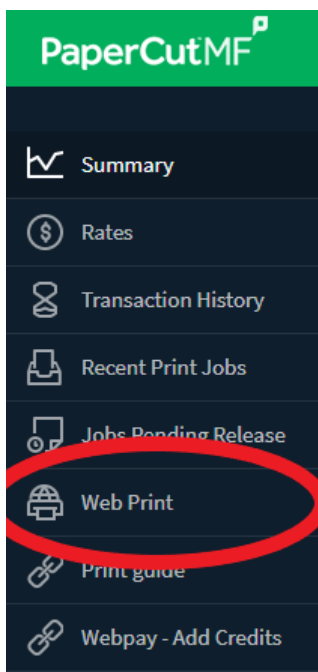
Webprint

Printouts via web browser on own computer, phone and tablet

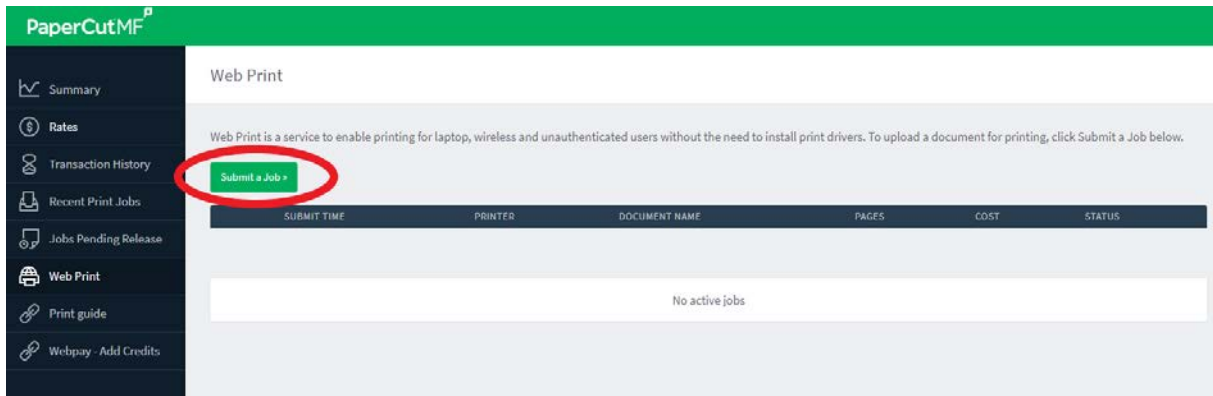
Start a web browser and go to <http://webprint.hkr.se>

The image shows the login page for PaperCutMF. It features the PaperCutMF logo at the top. Below the logo are three input fields: 'Användarnamn' (Username), 'Lösenord' (Password), and 'Språk' (Language) with a dropdown menu currently set to 'engelska'. A green 'Logga in' button is positioned at the bottom of the form.

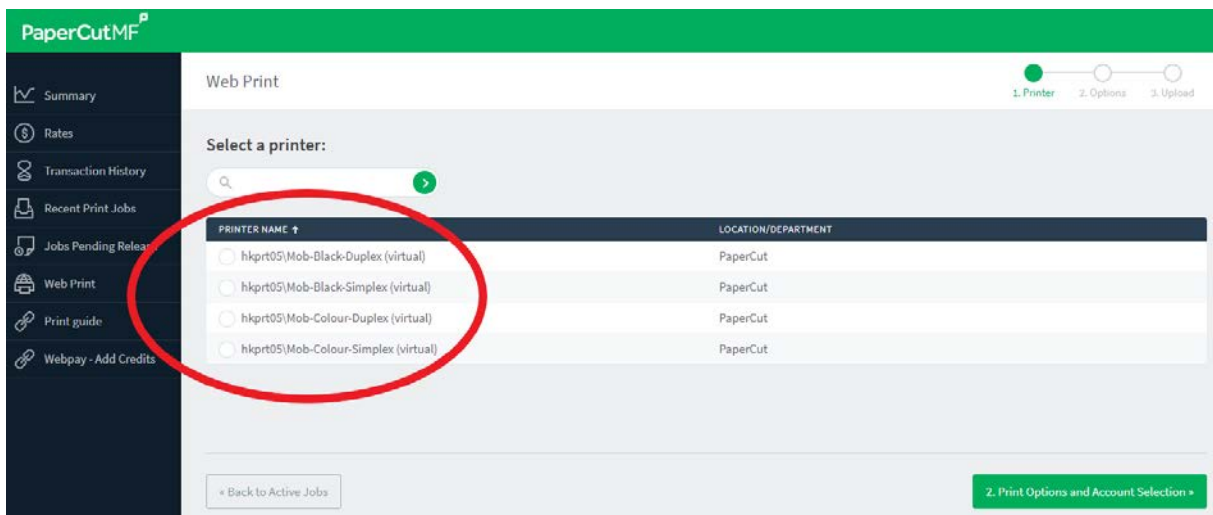
Log in with your HKR login and password



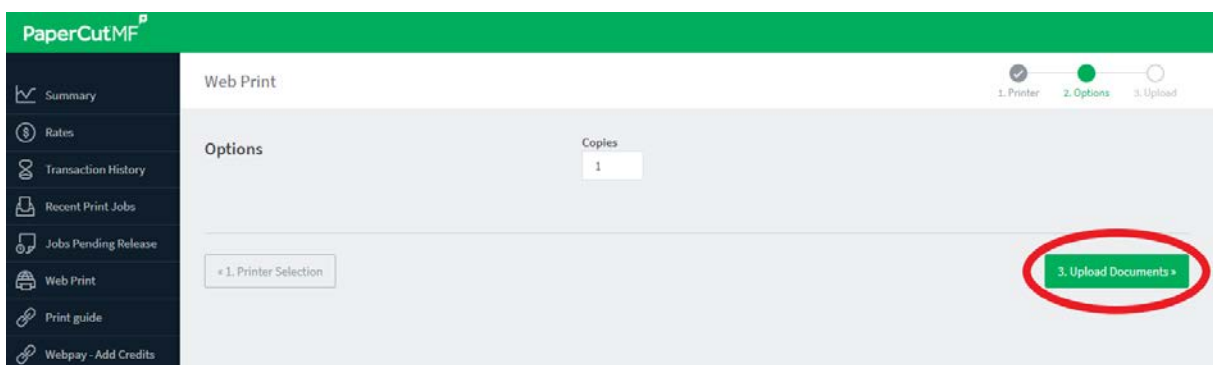
Select Web Print



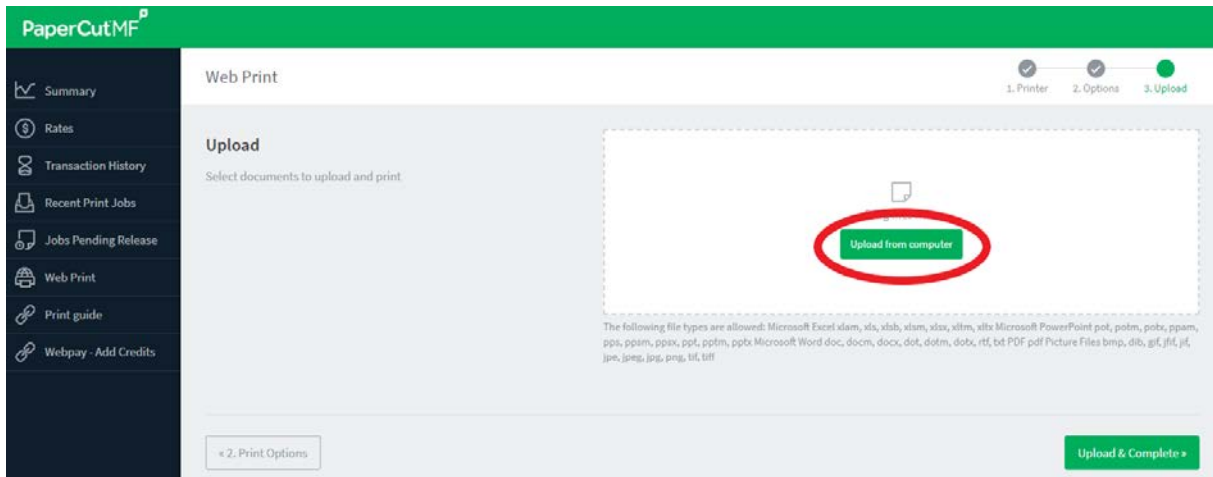
Select Submit a Job



Choose whether it should be color or black/white, double or single-sided



Select the number of copies you want and click Upload Documents



Click Upload from computer select the file to print

The following file types are allowed:

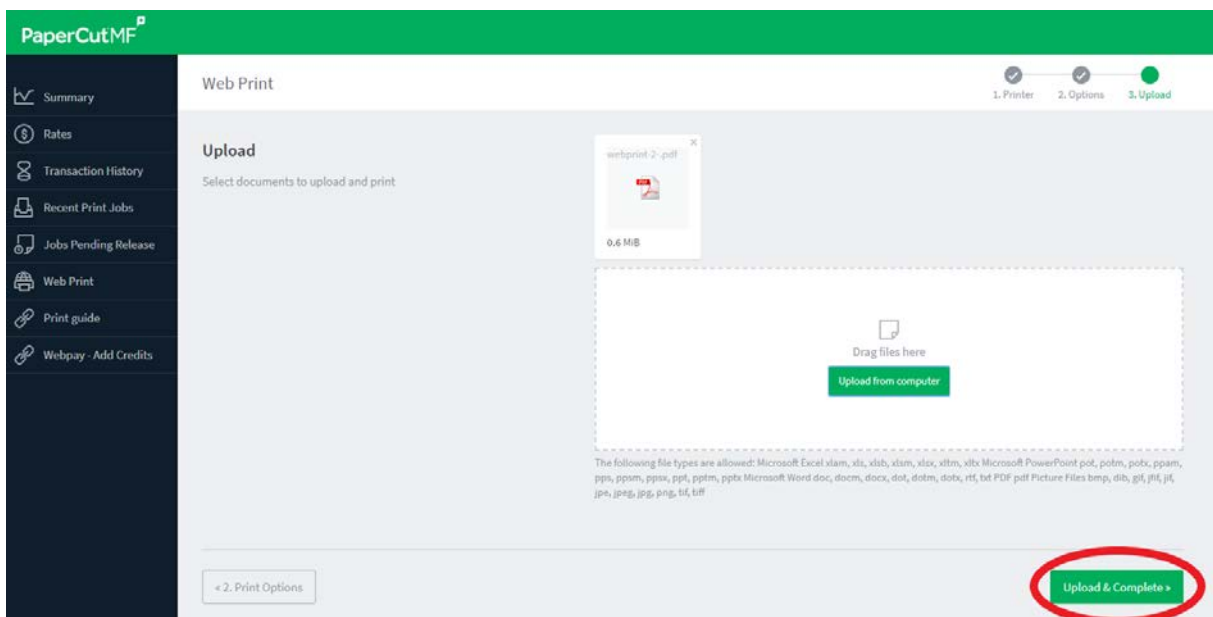
Microsoft Excel: xlam, xls, xlsb, xlsx, xlsm, xltm, xltx

Microsoft PowerPoint: pot, potm, potx, ppam, pps, ppsm, ppsx, ppt, pptm, pptx

Microsoft Word: doc, docm, docx, dot, dotm, dotx, rtf, txt

PDF: pdf

Picture Files: bmp, dib, gif, jfif, jif, jpe, jpeg, jpg, png, tif, tiff



Once you have selected file or files click Upload & Complete

PaperCutMF

Web Print

Web Print is a service to enable printing for laptop, wireless and unauthenticated users without the need to install print drivers. To upload a document for printing, click Submit a Job below.

Submit a Job +

SUBMIT TIME	PRINTER	DOCUMENT NAME	PAGES	COST	STATUS
Aug 23, 2018 2:21:55 PM	hkpt00\Mob-Black-Duplex	webprint-2-.pdf	3	1,96 krediter	Klart: lagd i kö för utskrift

Now the program will work a bit, when it's done, the status changes to Klart: lagd i kö för utskrift

You can now go to any copy machine with card reader and log in and release the printout

The job is deleted from the queue after 72 hours

For more information about printing go to

<https://www.hkr.se/en/study-at-hkr/service-and-support/it-support-for-students/printing/>