

# Printing on OPF SU

Printing system is set to **CREDIT**. That means, that if you don't have money in your ISKaM account, you will not be able to **Print**. Location of printer is always in the name. Always double-check, where do you send your print!



## Where can I find the printing system?

Information about the printing system is found [HERE](#). The page serves to check your print jobs. For instance, you can see the price of the job or if it is rejected because of insufficient credit.

## Users and the credit system

The system recognizes two types of users. Staff and students. Students are set to the credit system:

- Student will need to put money in the ISKaM. The account is identical with the one for the accommodation.
- By printing or copying, the jobs are accounted for and paid with the credit in the ISKaM.

It is **impossible** for Students to have a **negative credit**. Meaning, they cannot have less than 0,-CZK on their ISKaM account.

## Types of printing queues in SafeQ

### Direct

Direct print will be immediately sent to the selected printer.

## Secure

Secure print is sent to the server, where its stored. After authentication on the selected printer with your ID card, you can select it and print it. In labs, you can find this queue in printers under name **OPF SafeQ Secure**.

## Color

If not changed, color is set to automatic. Be careful, the price of color print is higher! The system will recognize between color and black and white pages.

## Depositing money on ISKaM account?

This can be done in person on the reception of the Vyhlička dormitory, the library on Vyhlička, or cash desk on Main building (A109). Student ID card is needed for pairing of deposit with your account.

## Pricing

Prices for prints are as follows:

Black A4 - 1,- CZK  
Black duplex A4 - 2,- CZK  
Black A3 - 2,- CZK  
Black duplex A3 - 4,- CZK  
Color A4 - 2,50,- CZK  
Color duplex A4 - 5,- CZK  
Color A3 - 5,- CZK  
Color duplex A3 - 10,- CZK

## Available printers for Students

umístění	název	papír
A431	KM C308	A4/A3
corridor of the dean's office	KM C458	A4/A3
reception	KM C450i	A4/A3
EduLab	KM C4050i	A4/A3
library Na Vyhlička	KM C280	A4/A3

# Copying on OPF SU

Student can copy their files on same devices as for printing. After authentication with the student ID card, pick „Copy“ and follow on-screen details.

## Pricing

Same as with the printing.

# Scanning on OPF SU

After authentication on the printer, pick the „Scan“. On the touchscreen pick the target (e.g. your mail).

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