Initial login on the printer

The printer of the VWL computer pool can only be used with the ecUM/ library chip card or ID (RUM-account and password). The payment will be done via a virtual copy and printing account. Therefore this account has to show a credit balance.

1. For the initial login, type in your RUM-account and password and press OK.

For the initial login do NOT click on the *Anmeldung* button.

2. Drag your ecUM-card over the reader as shown on the picture below.

Wait for the account connection notification and press OK.
Then you can log in.

This account profile will appear at each login.
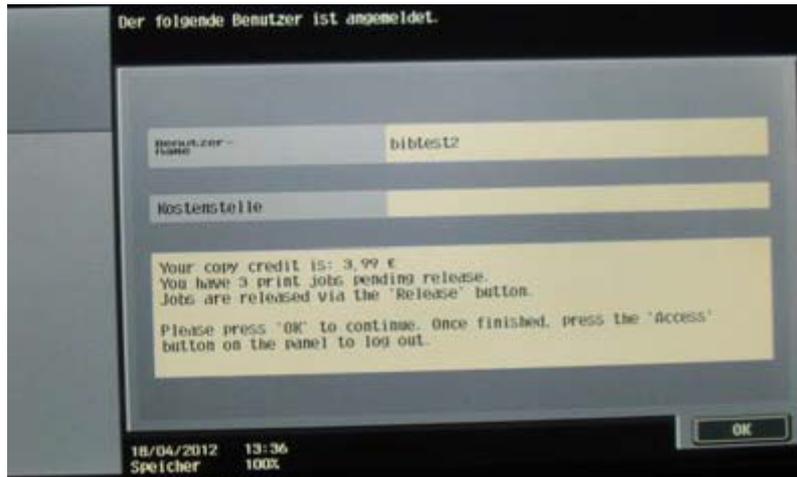
It shows you your credit balance and the print jobs that are pending release.

From now on if you want to use the printer in the VWL computer pool you just have to swipe your ecUM/ library card over the card reader. Alternatively you can also log in without your card by only pressing the Anmeldung button and typing in your RUM-account and password. To log off press the *Code* button on the device and the *Abmelden* button on the display.

Copying and printing

Just drag your ecUM/ library card over the card reader and that's it…
Please do not leave your card on the card reader!

In case you have forgotten your ecUM/ library card: Press the *Anmeldung* button and sign in with your ID (RUM-account and password). To release your print jobs (2 cents per page) you have to press the Start button.

Via the Release button you can access your personal print jobs and select among them. To print the selected print jobs you have to press the Start button. The payment will be done via your virtual copy and printing account (2 cents per page), which therefore must have credit balance.
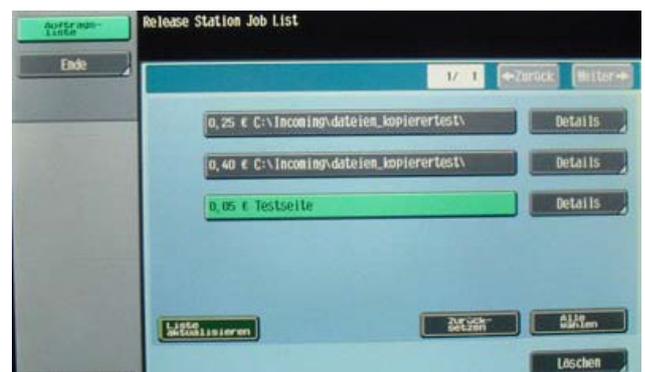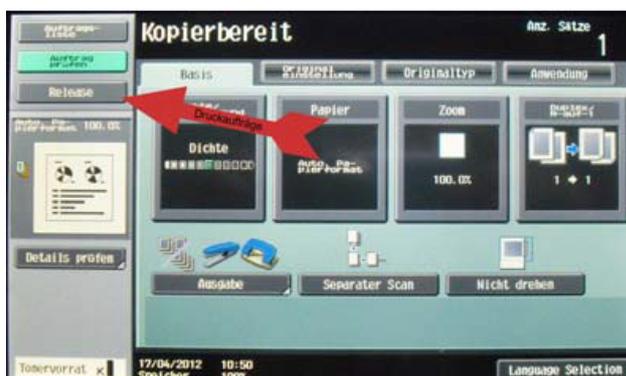
Please do no forget!

Upon completion of all printing jobs you have to log off. You can do this after pressing the *Code* button on the device and the *Abmelden* button on the display.

You can also use your own USB-Stick as an output device for your JPG and PDF files. After plugging in the USB-Stick a context menu will appear on the display.

You would like to copy or print?
This is how it works:

- Upload your virtual copy and printing account at one of the self-service terminals using your ecUM/ library chip card (2 cents per page)
- For copying authenticate yourself using the ecUM/ library chip card or your ID
- Login at one of the research computers with your ID and print your file. Don't forget to logoff!
  - ➢ Print your file on a copying machine
  - ➢ Printing orders will be kept available for 48 h
  - ➢ Summary of your printing orders at WWW:
    https://prinz.uni-mannheim.de:9192
  - ➢ Logoff by pressing the "Code" Button
- Further questions? Please contact the helpdesk.