3. On your SEQTA welcome page click on the PaperCutMF box as shown below. This will take you to the school's Papercut website.

4.

6. You now need to select the options for printing by selecting from the list shown below.

8. There are two ways to upload a document. Clicking 'upload a document' and navigating to the file you want to print or you can drag and drop the file into the 'drag files here' box. After you've uploaded your file click 'Upload & Complete'

9. When the status of your print job says finished you'll be able to collect your work from the library printer.