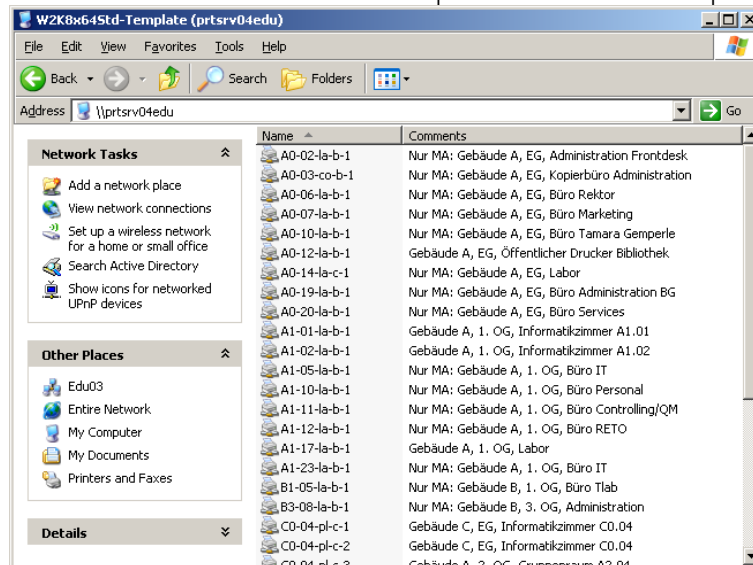


## Printing with PCs of the University of Applied Sciences of the Grisons

Printing over the PCs of the University of Applied Sciences of the Grisons works similar to the Notebooks.

1. Open the Windows Explorer (not Internet Explorer or Firefox) and type in <\\prtsrv04edu>.  
Or:  
Double-click the link on the Desktop to the following server: <\\prtsrv04edu>
2. It appears a list with all printers available at the University of Applied Sciences of the Grisons. Double-click the desired printers to set them up in your settings.



### Nomenclature

1. Building + Floor      A0, A1, B1, B2, ...I0
2. Room number          01, 02, etc.
3. Type                    la (laser), co (copier), pl (plotter)
4. Color                    b (black/white), c (color)
5. Numbering              1, 2, etc.

### Notice

- For all copiers you have to use the shared printer "Kopierer" regardless where you want to release your document.
- At the copier you have to release the document with your Student Identification Card.
- The printers are named on the building and room numbers.
- In the description the exact location is visible.
- If a description begins with "Nur MA" the printer is only available for employees. The setting up of such a printer isn't possible.