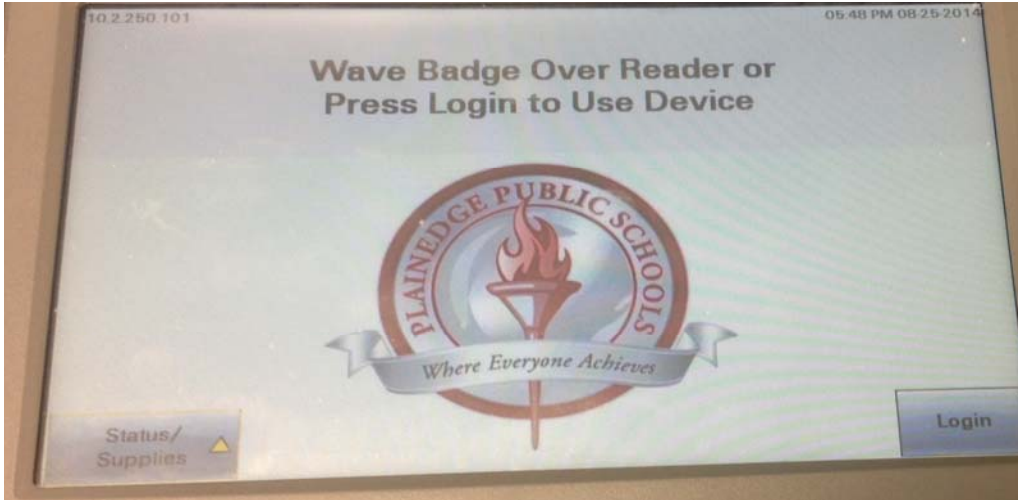


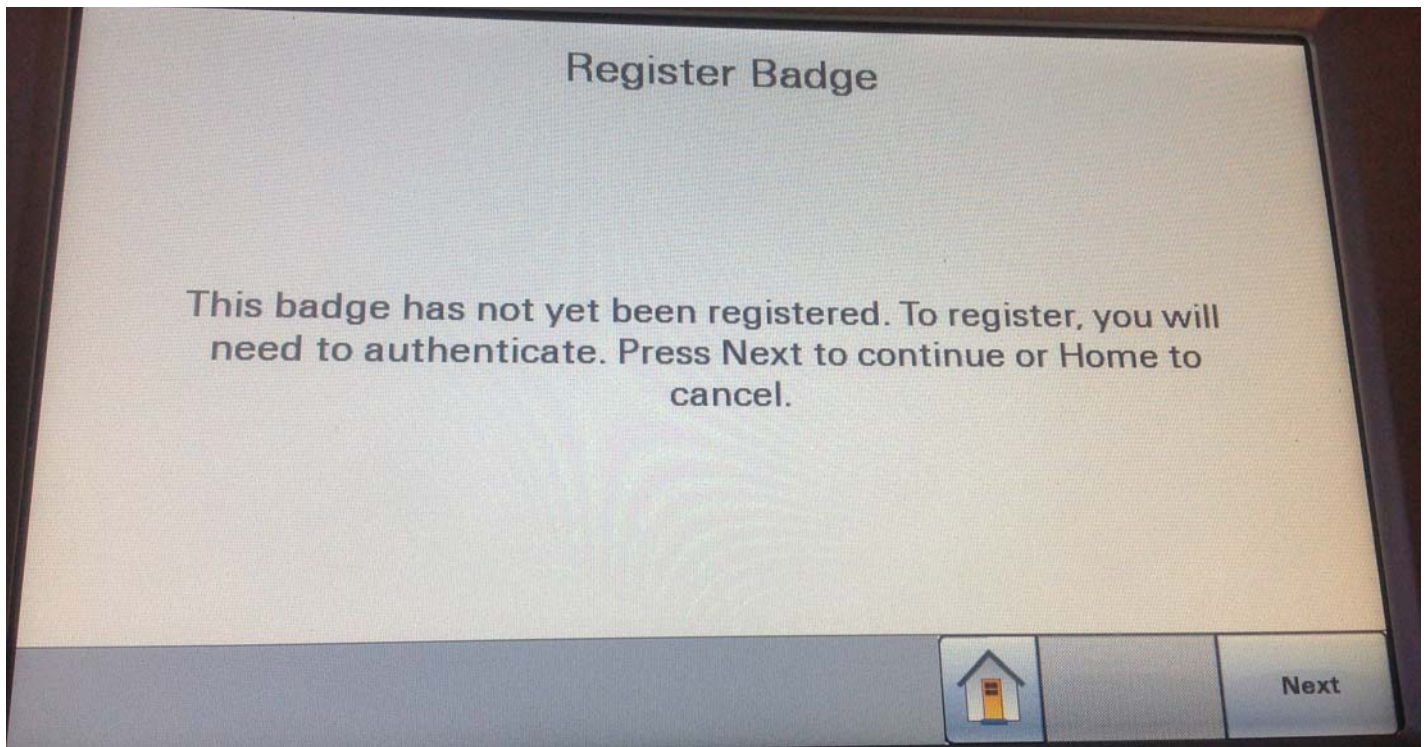


## Plainedge Print Release



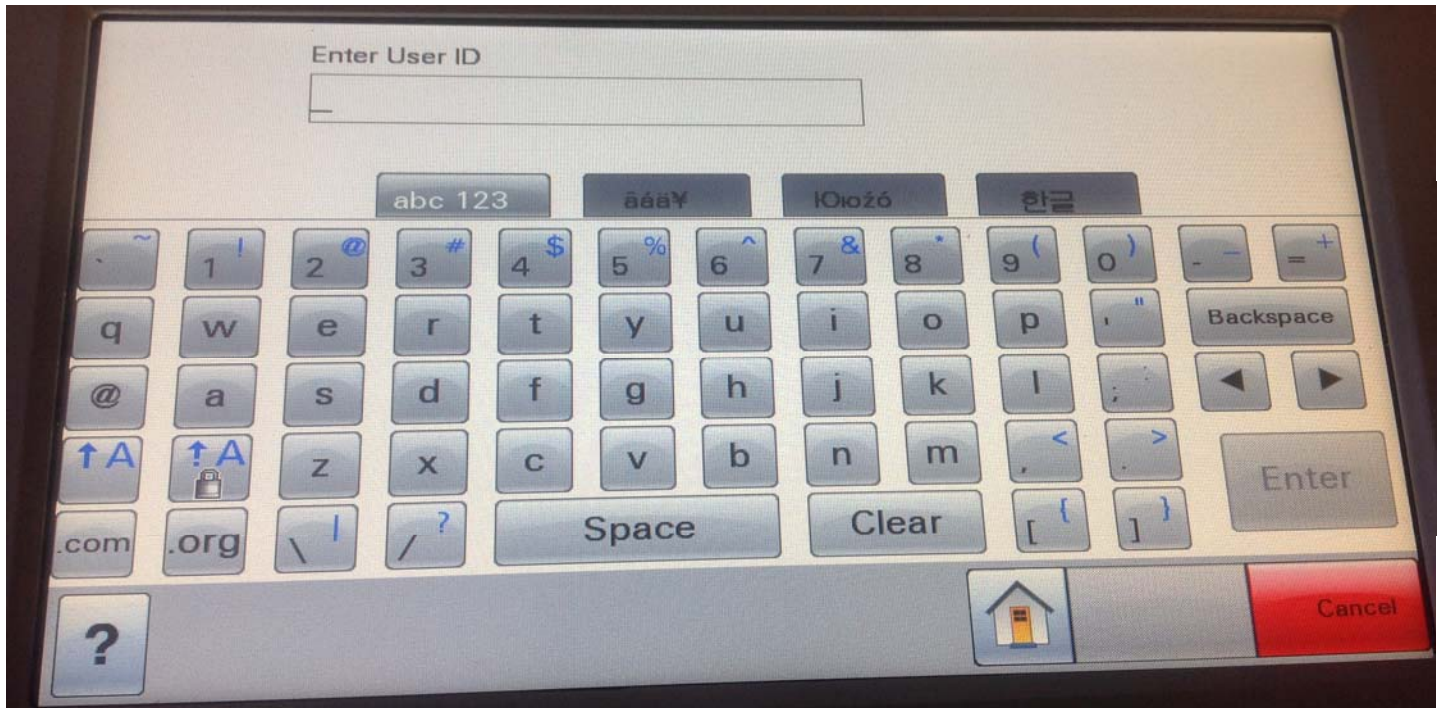
To activate your ID Badge for Printing:

1. Swipe your ID Badge at any of the Lexmark Printers

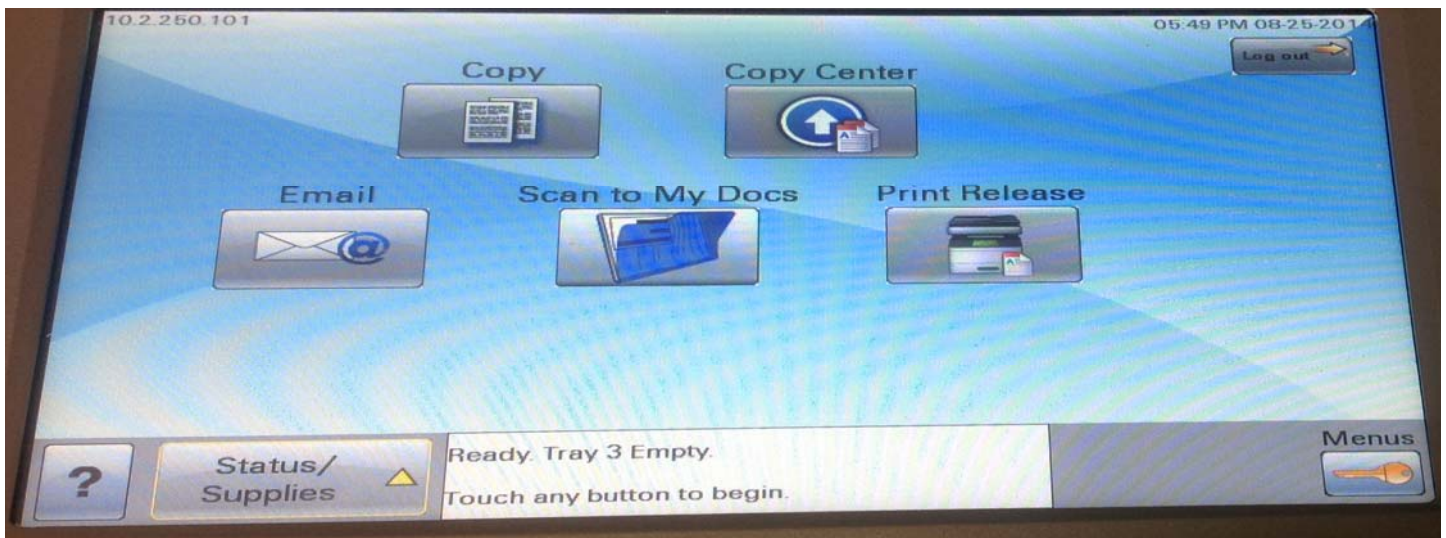


2. Press 'Next' to begin the activation process

3. Your 'UserID' is your Plainedge Login and your 'Password' is your Plainedge Password



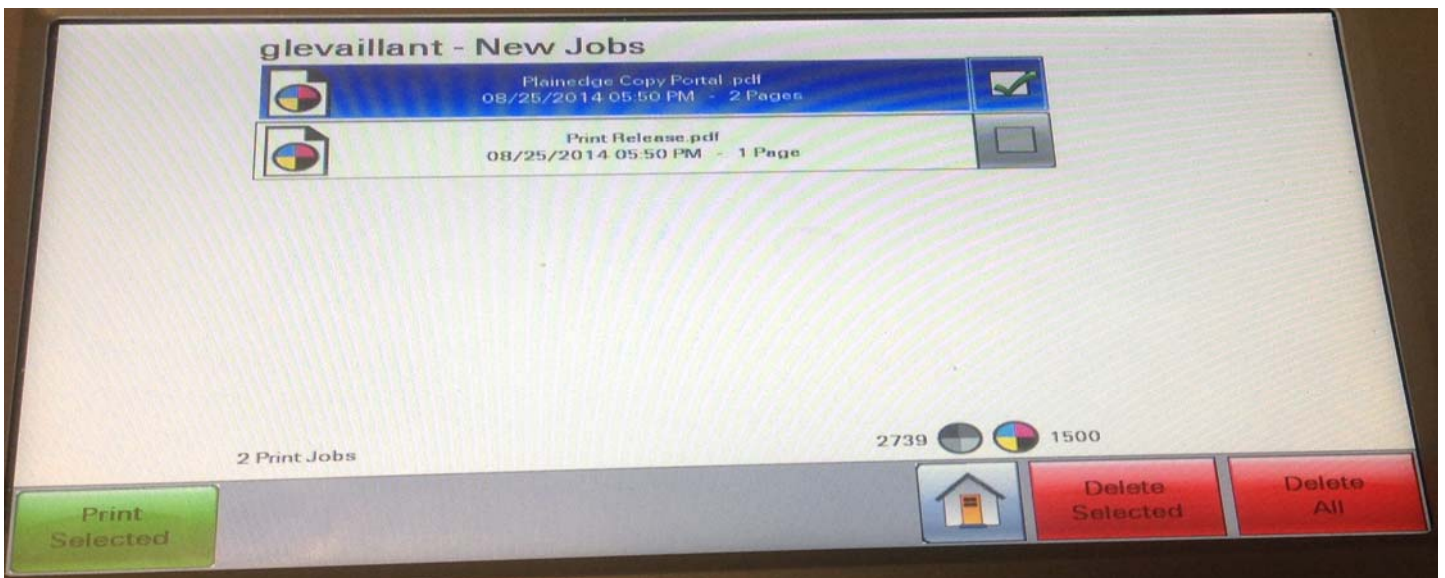
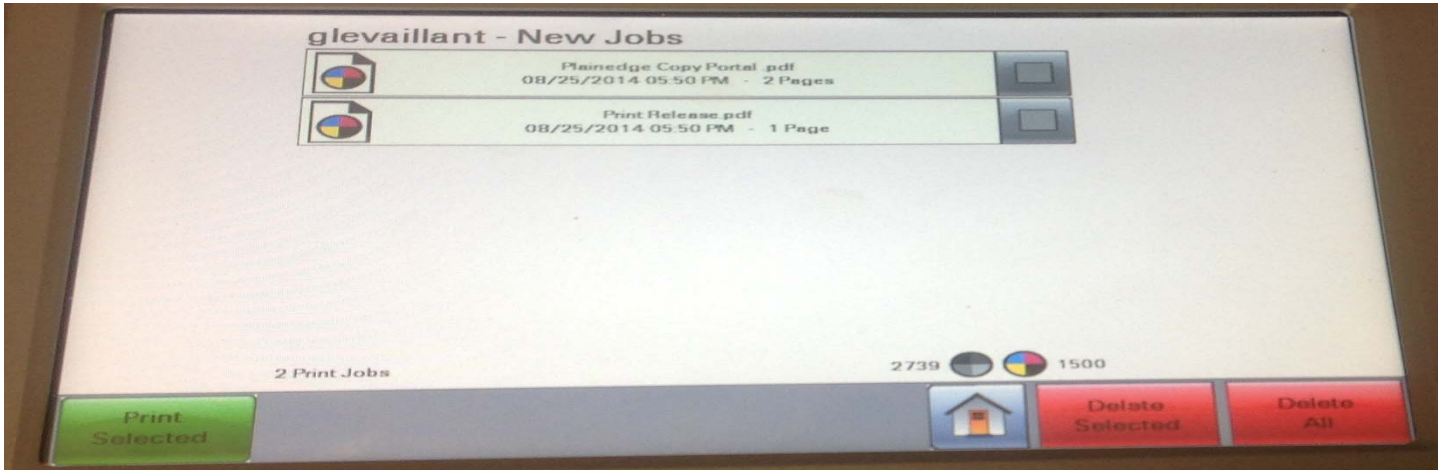
4. Your account activation will be completed



5. Press 'Print Release' on the menu to see your documents you have sent to the copy machine.



6. Select the document you would like to print



7. You can PRINT SELECTED, DELETE SELECTED, or DELETE ALL

8. When finished LOGOUT

