

Printing Instructions

Library

STEP 1

- Login to the computer using your Student email and My Palomar password.
- Bring up you document and click *Print*.
- Choose *Palomar 10 cent black and white* or for color prints, choose *Palomar 30 cent color*. Enter the number of copies needed, click *Print*.

STEP 2

- The *netZcore Print* login screen will appear. Login using your Student email and My Palomar password.
- Under *My Print Jobs*, choose the document title

STEP 3

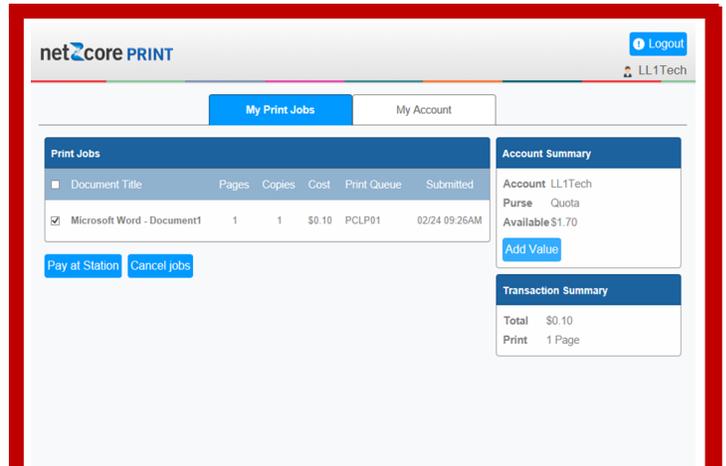
- Click *Pay at Station*, your document will be sent to the Print Release Station.

STEP 4

- Login at the print release station using your Student email and My Palomar password.
- Select your print job, click *Continue*, then click *Pay and Print*.
- Click *Sign Out*.

ADDING FUNDS TO YOUR ACCOUNT

- To use a credit card, click on the *Add Value* icon.
- To use cash, use the kiosk station in the TLC.
- Add between \$1.00 - \$10.00. Click *Continue*.
- Fill out the payment form, click *Pay Now*.
- **Remember: Click here to return to your Web Client Account to review your new balance.**



netZcore PRINT

Logout LL1Tech

My Print Jobs My Account

Document Title	Pages	Copies	Cost	Print Queue	Submitted
<input checked="" type="checkbox"/> Microsoft Word - Document1	1	1	\$0.10	PCLP01	02/24 09:26AM

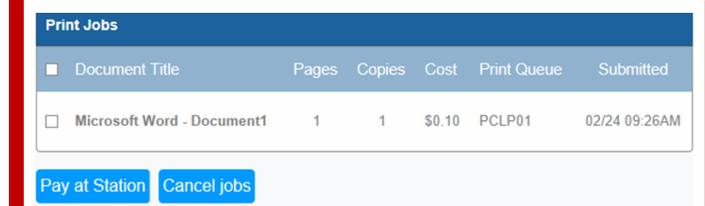
Pay at Station Cancel jobs

Account Summary

Account LL1Tech
Purse Quota
Available \$1.70
Add Value

Transaction Summary

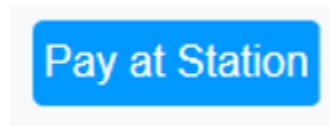
Total \$0.10
Print 1 Page



Print Jobs

Document Title	Pages	Copies	Cost	Print Queue	Submitted
<input type="checkbox"/> Microsoft Word - Document1	1	1	\$0.10	PCLP01	02/24 09:26AM

Pay at Station Cancel jobs



Go to Print Station



Print Jobs

Document Title	Pages	Copies	Cost	Print Queue	Submitted
You may pick up your print jobs at a Print Release Station					

Fill Out Payment Information



Order Information * Required Fields
Total: \$1.00 (USD)

Payment Information

Card Number: * (enter number without spaces or dashes)

Expiration Date: (mm/yy)

Billing Information

First Name: Last Name:

Zip/Postal Code:

Security Code

VkV8K

Please enter the security code above.

[I cannot read the code, please provide a new one.](#)

Pay Now

Click Link to return to the GoPrint Web Client
[Click here to return to your Web Client Account to review your new balance](#)