

PRINTING WITH PAPER CUT

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PaperCut is RCC's pay-for-print and copy management system. From any of the workstations in the Library or the Learning Center, you can send your print jobs to the Ricoh printers installed there.

1. Your job will be held at the printer for up to 24 hours until you release it.
 2. On the printer, press "Print Release" and then enter your RCC email address and your password to release your job.
 3. To check your balance or add more money at any time to your account, go to: <http://rccprint:9191/user>
- Each student is given \$25 printing allowance per semester
 - Black and white prints cost \$0.10 per page, color pages cost \$0.20 per page
 - Save money by printing double-sided
 - If you have used up your printing allowance, purchase more at the business office.