

# Using uniFLOW

## Login to the printer and copier

To pick up your print job, you need to log into the Canon MFP with your card.

TU Graz Card (ID for students or staff members, personal-related resource card), Library card of TU Graz, TU Graz copy card.

TU Graz copy cards are available directly at the service points:

- Copy Shops of TU Graz Student Union at <u>Stremayrgasse and Inffeldgasse</u>
- Print Service of TU Graz at <u>Rechbauerstraße 12/1.KG</u>



#### Then choose between the following options

- Kopie (Copy)
- Secure Print (here you will find your previously sent print jobs)
- Scannen und Speichern (scan documents and save to USB stick)
- Zugang zu gespeicherten Dateien (print documents from USB stick)





### **Secure Print**

Here you will find your print jobs and your current credit.

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## **PLEASE NOTE:**

Always make sure that you log out of the copier,

so no other user has access to your credit.