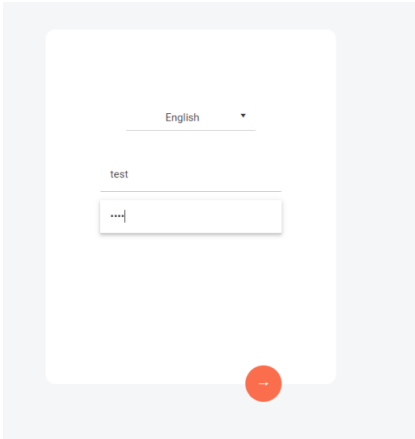
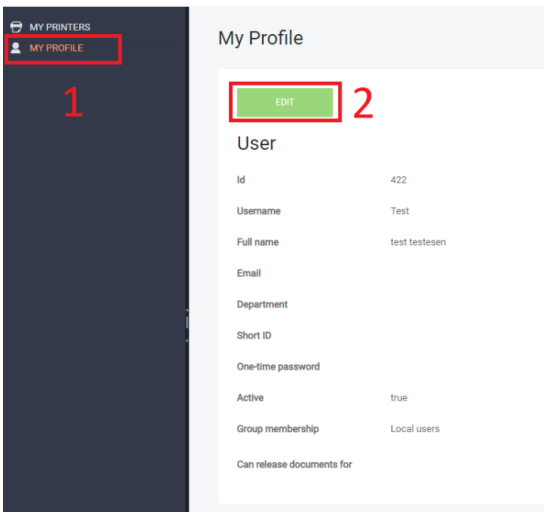


This instruction is for student and guests with a mobile device.

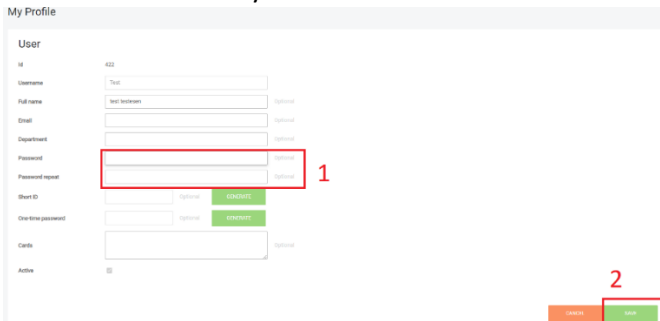
1. Before you start you will have to get a user from IT. If you have an office 365 user from Fjellhaug, you can use that one and jump to step 5 in this instruction. To get it, send a mail to ikt@fjellhaug.no. If you are a student, the username will be equal to your student number and your password will be equal to your four-digit pin. If you are a guest, the username and password will be given by IT.
2. First thing after getting the username and password is going to <https://fjellhaug.eop.kmsky.no:8443/> log in with your username and password.



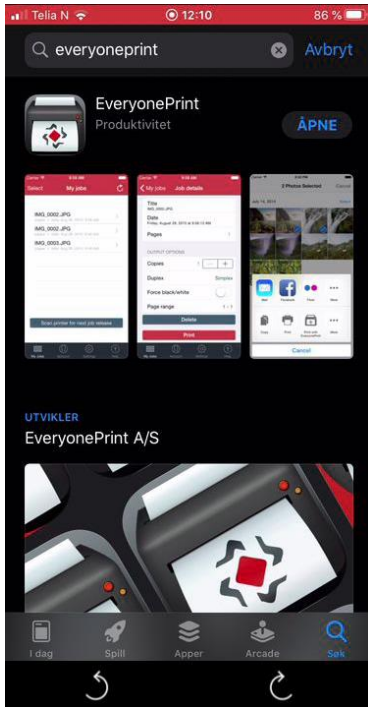
3. When logged in, go to «My profile» and then «Edit».



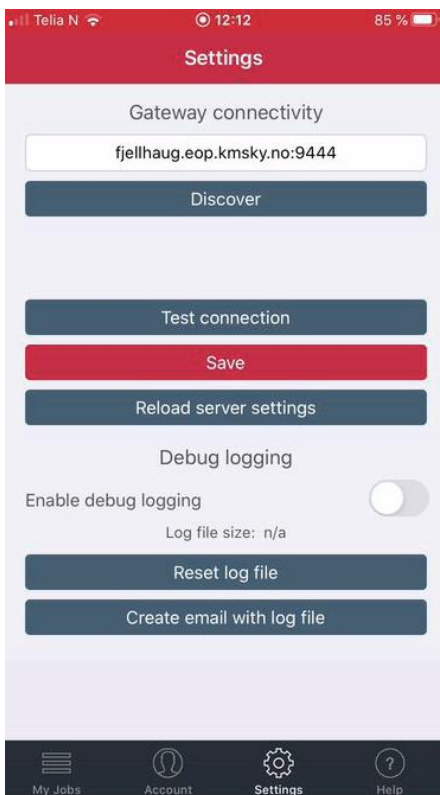
4. When editing «Edit», give preferred password in password and password repeat and press save. The user is now ready for use.



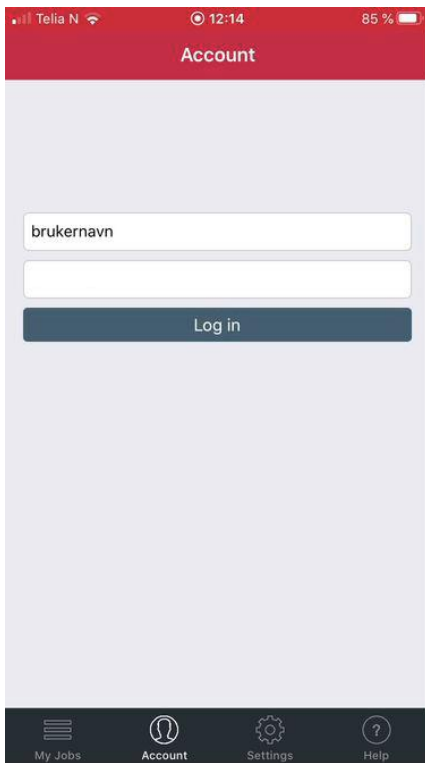
5. Start with downloading the app from App Store or Google Play. Search for «everyoneprint» to find it.



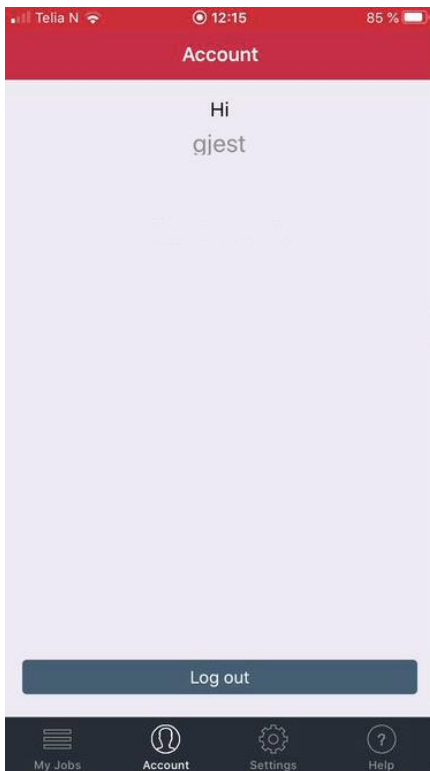
6. Open the app and press settings. Write fjellhaug.eop.kmsky.no:9444 like shown below. Click «Test connection» and «Save» if successful.



7. Click «Account» write your username and password.



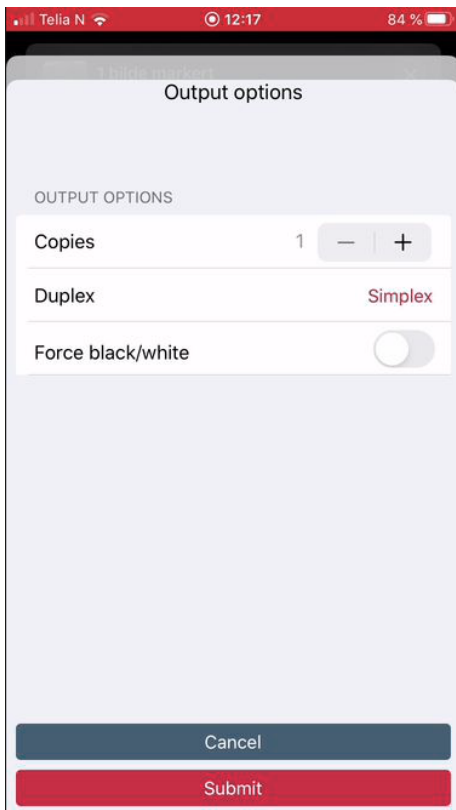
8. If the login is successful



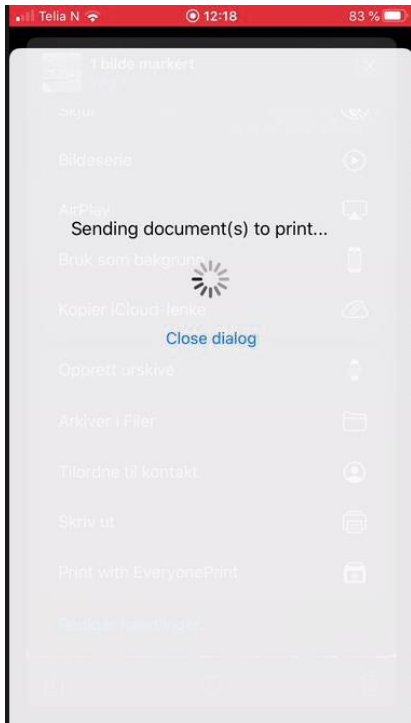
9. Open what you want to print. Scroll down until you see «Print with EveryonePrint»



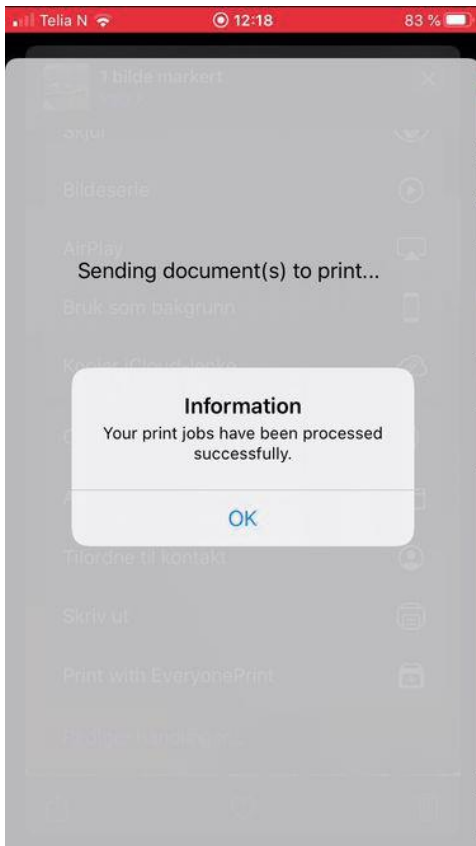
10. Choose the number of copies, simplex/duplex and color tone.



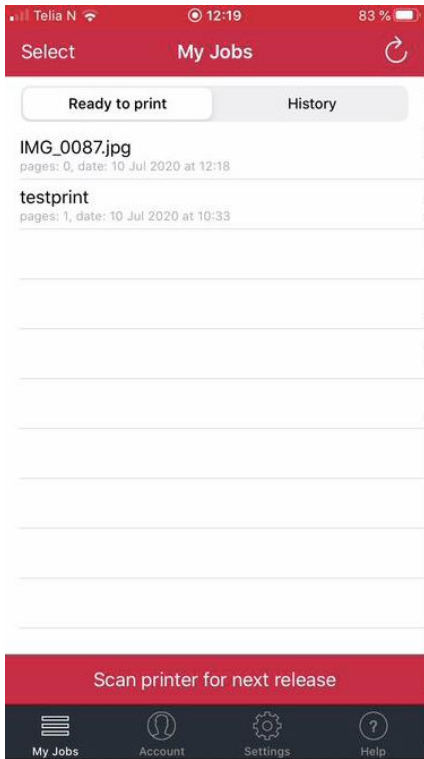
11. Document sent to print.



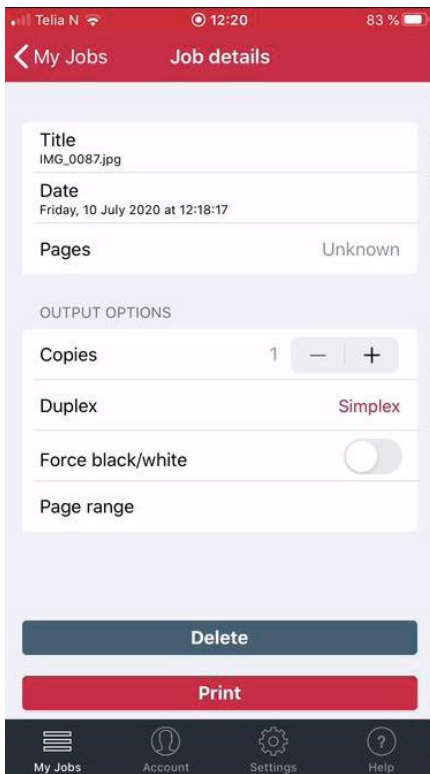
12. Document transferred to the queue.



13. Open the app and choose the job you want to print



14. Choose your preferences.



15. Choose the printer you want it printed to and the job will be printed to that one. Choose biblioteket if you are a student.

