Printing from Windows PC

1. Go to the website: print.itcfyn.dk

2. Click: **Installer den simple Windows klient**

3. Install (Open/Run) the downloaded "pc-mobility-print….exe"

4. Click "Ja" (Yes) to the warning that the mobility print programme will make changes to the computer

5. Click "OK" to use English for the installation and accept the license (click "Next")
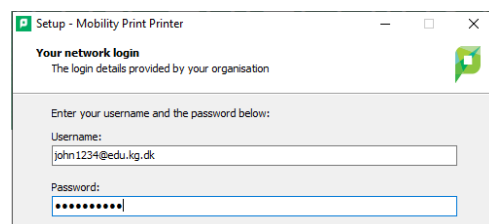
6. On the printer list, you must first **delete** the check mark pre-set by **ALGY_sky** and then check **NRGY_sky** instead
   _____

   Delete the pre-set check mark

   Then scroll down in the list and enter a check mark by NRGY_Sky
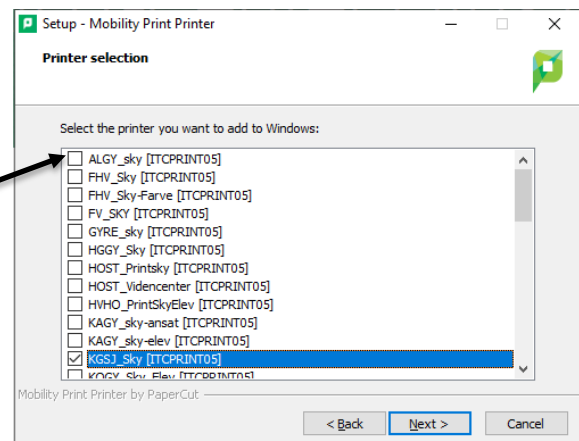
7. Click "Next" and fill in Username with your "School-login" (UNI-login@edu.norreg.dk). Your Password is the same you have made to access the school's WiFi/Lectio

8. When you click "Next", the printer is installed (if you have entered the correct username and password).

9. You can now send print jobs to the school's Print Cloud from Word, Maple, Docs, etc. by choosing NRGY_Sky[ITCPRINT05](Mobility) as your printer.

10. To get your print, find a printer and log in using the same username & password.