



PRINTING AND COPYING - YSOFT SAFEQ TERMINAL PROFESSIONAL

1. Authentication Screen



Swipe your card or enter your PIN.

2. Print



Tap **Print (x)** to quickly release all waiting jobs. Alternatively tap **Job list** to release print jobs selectively (see step 3).

3. Job Queues



Tap to print all documents or select one or more documents from your queue. Tap to print the selected jobs. For logout, continue with step 5.

4. Copy/Scan



Tap **Copying/Scanning**. Use native copy or scan functionality at the printer/copier display.

5. Logout



When you are finished, click **End** to log out. You can also log out from the main menu.