

TO: Print Card Users

FROM: Ken Dwyer, Chief Technology Officer

SUBJECT: Upgrade to Print Card System

DATE: 1/14/2013

Welcome back. During the winter break, the college upgraded the print card system. New cards will be needed to print in the Harrington Computing Center, Room 379A, the ILC, Room 205 HLC, and the Alden Library. The card may also be used at the copiers located on the first floor in Surprenant building, near the ILC on the second floor of the library building, and on the third floor in the library.

The old print management cards will no longer work. New cards are available in the machines located in the Academic Computing Center and the Harrington Learning Center. The cost of the card is **$0.80** and by inserting a dollar bill you will get a new card with **$0.20** in the account. Additional dollar amounts may also be added to the card. If you are a new student, you will be given a printing card with **$5.00** on it when you get your picture ID taken during the registration event on the second floor of the HLC.

If your existing card has a balance on it, go to the Harrington Computing Center, Room 379A, or to the Business Office, Room 07A, to have the funds transferred to a new card.

If you have any questions, please call the helpdesk at (508) 854-4427 for additional information.

Thank you for your patience as we install systems to better serve you.