Login: Place your Campus Card over the login sticker as shown above.

After a successful login, you will see the screen below.

Logout: Tap the 'Access' key

The logout process is carried out by pressing the 'Access' key on the Control Panel.
Pharos Systems

Control Panel Options

Home Screen

Tap the 'Menu' key to access the Home screen. Tap 'Copy', 'Scan', 'Print' as required.

Copy Screen

Tap the 'Copy' button to access the photocopy options.

Pharos Print Screen

Tap to select individual jobs, or use the 'Select All' button, and press the 'Start' button to begin printing.

Pharos Printing

Print

Print

Scan Screen

Tap the 'Scan' button to access the scanning options.