

# PRINTING IN THE LIBRARY

## 6 STEPS



Printing Services at Aschaffenburg UAS are maintained by the IT-Services.

- **Website:** [www.th-ab.de/helpdesk](http://www.th-ab.de/helpdesk)
- **E-Mail:** [helpdesk@th-ab.de](mailto:helpdesk@th-ab.de)
- **Phone:** 06021 / 4206 - 777
- **Charges for Printing:** 0,04€ (black-white, DIN A4, 1-sided) ; 0,07€ (black-white, DIN A4, 2-sided) ; 0,17€ (colour print, DIN A4, 1-sided) ; 0,30€ (colour print, DIN A4, 2-sided) ; 0,01€ (scan)

**1**

Take your CampusCard to the pay machine opposite the issue desk and top up your deposit (from girocard).



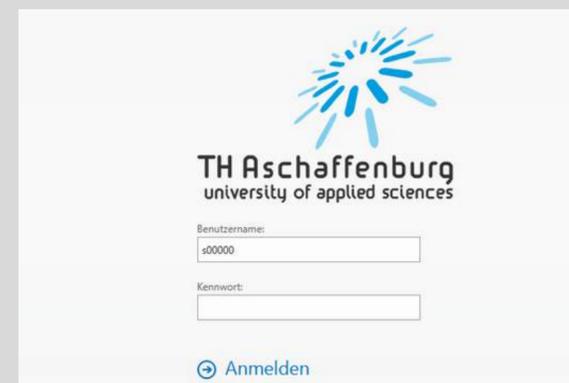
**2**

Take your CampusCard to the terminal nearby the printer and transfer credit to your print account.



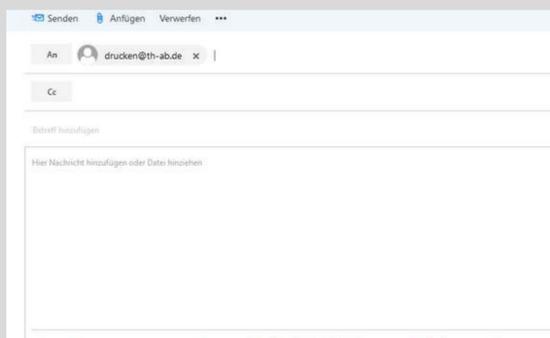
**3**

Log in at your University Mail Account via [www.webmail.th-ab.de](http://www.webmail.th-ab.de) with your s-number.



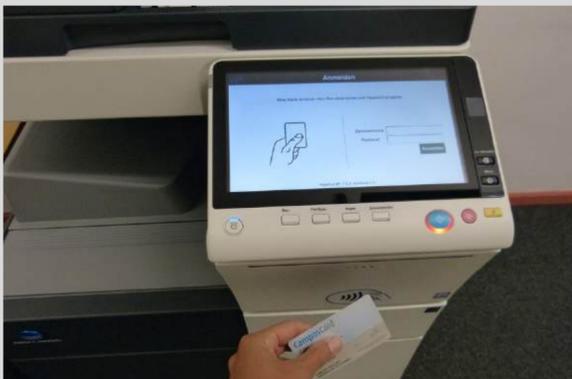
**4**

Write an e-mail to the address [drucken@th-ab.de](mailto:drucken@th-ab.de) with the document attached. Use the file types PDF, JPG, GIF, PNG, TIF, BMP or TXT.



**5**

Take your CampusCard to the printer and place it there to connect to the server



**6**

At the display you can choose the print job you want to print.

