

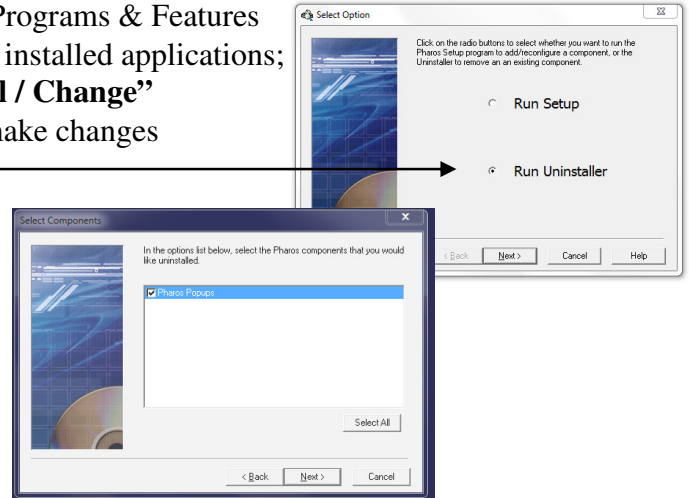
Pharos Printer Installation

Accessing Bryant's public printers on your Windows laptop

Bryant laptops issued prior to August 2011 will need to update their Pharos client to utilize the new public printing system and locations on campus

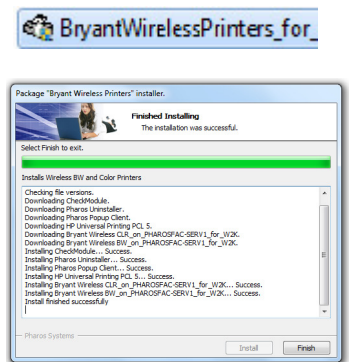
#1 Remove the old Pharos client

- Go to Start → Control Panel → Programs & Features
- Select “Pharos” from your list of installed applications; right-click and choose “**Uninstall / Change**”
- Allow the uninstall program to make changes
- Choose to Run Uninstaller
- Check off “Pharos Popups” and click **Next** to uninstall.



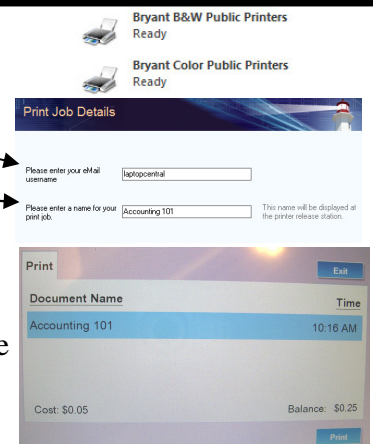
#2 Install the new Pharos Client

- Go to <http://web.bryant.edu/~pharos> in your web browser
- Select the Bryant University Student or Faculty option
- Click the link for **Universal Queue for Bryant B&W / Color Laptop Printers 32 BIT**
- Choose to Run the .exe once it finishes downloading
- When prompted, allow the installer to make changes
- Click **Install**
- Once the progress bar is full, click **Finish**



#3 Print Anywhere On Campus Over Wired or Wireless

- From any application's print menu choose either the Bryant black and white or color printer queue
- Enter your email username. Do **NOT** include @bryant.edu
- Enter a title for your print job. This name will be displayed at the printer release stations. Click **Print**
- You will see your current account balance and cost of submitted job. Click **Accept**
- Visit any public printer of the type you selected and swipe your ID card to see a list of your submitted print jobs
- Select the job you wish to release, and press **Print**



Your account is only charged at time of printing. Submitted jobs will be held in the print queue up to four hours. Should a job remain in the queue beyond this time it will be automatically deleted.