

# Royal Printer

	<ol style="list-style-type: none"><li>1. Send a print job from a compatible device:<ul style="list-style-type: none"><li>• Windows Desktop or Laptop</li><li>• Mac Desktop or Laptop</li><li>• iPhone running iOS 9.2+</li><li>• Android running 4.4+</li><li>• Chromebook or Chromebox</li></ul></li><li>2. Release it at any Ricoh copier on campus by swiping your ID.</li></ol>
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## 1. Install the Royal Printer

The Royal Printer uses Papercut Mobility Print to handle print jobs. Follow the [Mobility Print Instructions](#) to install the Royal Printer.

## 2. Signing In/Retrieving Jobs

See the [E-Mail to Print](#) instructions on how to sign in and retrieve jobs from the copiers. With the printer installed you can customize the print jobs such as making the jobs color or b/w and selecting duplexing options.

**Note for faculty & staff:** You have multiple billing codes so will need to install the PaperCut client. Please contact the Helpdesk and we can work with you to install the client on your computer.