


# Notes

Please read the following notes carefully before use.

This printer is available only to students, faculty, and staff of the Faculty and Graduate School of Engineering.	Points used due to printing errors will not be refunded.
Each user is allocated 500 points per year.	Black and white: 1 point, Color: 4 points
Additional points cannot be issued.	Available paper sizes are A4 or A3 only.
Your remaining point balance can be checked via the URL on the right.	<a href="https://prtsv.edu.tobata.kyutech.ac.jp/rgate/">https://prtsv.edu.tobata.kyutech.ac.jp/rgate/</a> 

# Printing Guide

Open the print settings screen.



Step 1: Connect to Kyutech Wi-Fi (KIT-IA or KIT-IB).



Step 2: Open the print settings page in a web browser.  
<https://prtsv.edu.tobata.kyutech.ac.jp/print/webupload/en>



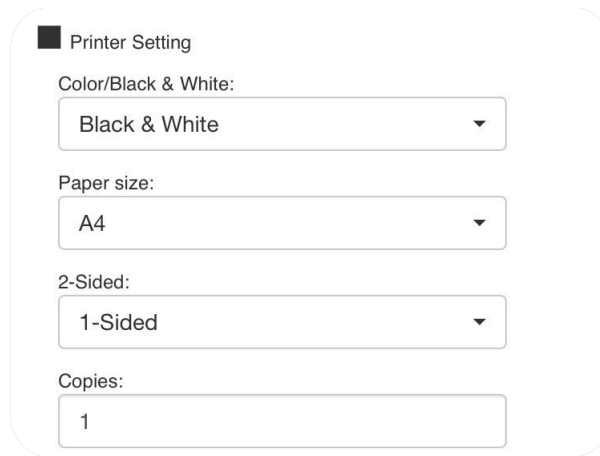
Step 3: Sign up with your Kyutech ID.  
 ユーザー名: Kyutech ID@**tobata**  
 パスワード: Password for your Kyutech ID

Print settings.



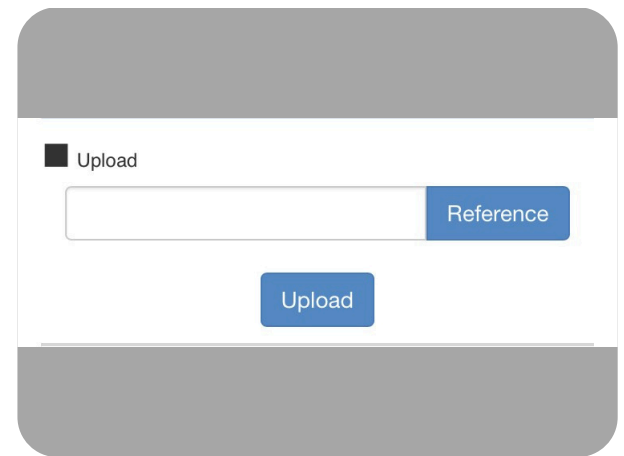
Step 4: Select the printer.

■ Printer  
Print Server : T-S26-PRTSV  
Printer : t-s26-color-prt



Step 5: Configure the printer settings.

■ Printer Setting  
Color/Black & White : Please select.  
Paper size : A4  
※If you wish to print on A3 paper, please contact the library counter.  
2-Sided : Please select.  
Copies : Number of Copies



Step 6: Upload the document to be printed. Once you upload the document, printing will start automatically.

You cannot specify page ranges for printing.

■ Only files with the following extensions can be uploaded : pdf, jpg, bmp, png, tif, tiff, gif, txt



After uploading your document, it may take some time before the printouts are produced. Please be sure to collect your printed materials.

Any printouts that are not collected by the end of the day will be discarded the next day.

## Troubleshooting



A message indicating that the paper or toner has run out is displayed.

Please notify the library counter.



Other equipment errors are displayed.

Please notify Information Systems Office User Support Desk, 1st Floor, Student Support Plaza or library counter.

## Contact us

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