

PHAROS PRINT

- A QUICK GUIDE TO TOUCHLESS PRINTING -

STEP 1:



CONNECT TO THE CSU EAST BAY
WIFI

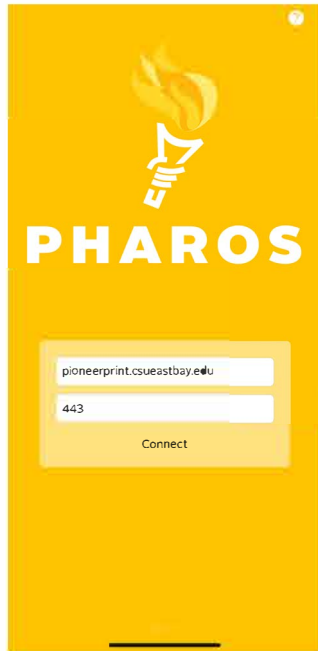
NOTE:

*This step is required for use of the
Pharos application*

STEP 2:



INSTALL THE
"Pharos Print"
APPLICATION

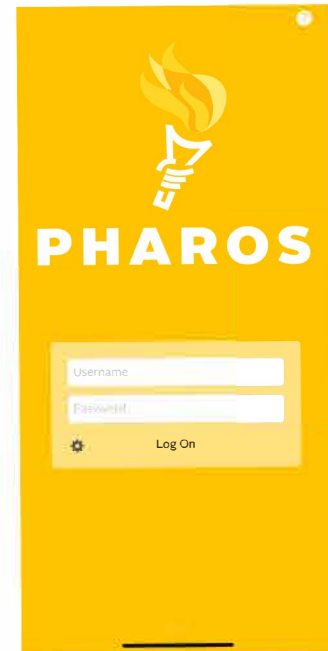


STEP 3:

OPEN THE APPLICATION
AND CONFIGURE FOR USE

SERVER ADDRESS:
PIONEERPRINT.CSUEASTBAY.EDU
SERVER PORT:
443

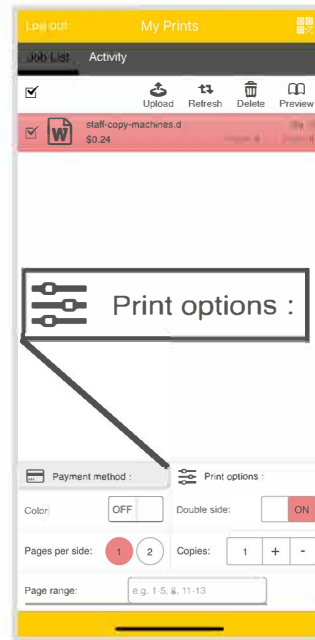
LOG IN WITH YOUR CSUEB
NETID AND PASSWORD



STEP 4:

UPLOAD AND
MANAGE YOUR
PRINTS

*BROWSE YOUR DEVICE
FOR DOCUMENTS TO
PRINT BY SELECTING
THE UPLOAD BUTTON*



*PRINT OPTIONS ALLOWS
USERS TO MAKE MINOR
MODIFICATIONS TO THEIR
PRINT REQUESTS*

NOTE:

- 1. Modifications may alter the
cost of a print request*
- 2. Print option features are
only available for documents
submitted through the
"Pharos Print" application or
through "My Print Center"*

"My Print Center" can be accessed at: pioneerprint.csueastbay.edu/MyPrintCenter

STEP 5: VERIFY PAYMENT METHOD

*THE PAYMENT METHOD TAB WILL DISPLAY
YOUR CURRENT BAYBUCKS BALANCE AND
DEPARTMENT FUND OPTIONS*

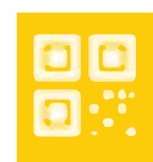


*USE THE SEARCH OPTION TO FIND A
SPECIFIC DEPARTMENT FUND*

NOTE: *To access BayBucks, visit any Pharos enabled
device to register your account.*

STEP 6:

SCAN THE PHAROS PRINT
QR CODE ON THE
DESIRED PRINTER TO
RELEASE YOUR PRINTS



*SELECT THIS BUTTON
TO OPEN YOUR
DEVICES' CAMERA IN
ORDER TO SCAN QR
CODE*

*For additional resources, view the fully detailed guide at
www.csueastbay.edu/*