Troubleshooting Tips
Printing from Thin Client Labs

If you are having issues printing from the Thin Clients in the ADM/Scovill labs or Tabor Lab in Shilling Hall, please make sure you are following these two steps! The printers attached to the image, so if the wrong locations is selected, your print request will be sent to the wrong room or building!

1. You MUST select the correct image from the list that matches the location of the computer you are logging in to.

   ADM/Scovill 005 Lab (West side or ON THE RIGHT)
   ADM/Scovill 006 Lab (East side or ON THE LEFT)
   ADM/Scovill Ground Floor Open Area Lab (North end of building)
   ADM/Scovill 010 Lab (Small classroom off the open area)
   Shilling 323 Lab (Tabor Lab, West end of third floor in Shilling Hall)

2. After requesting the print job, you MUST go to myMILLIKIN and select Authorize Print Jobs on the right hand side and then release the print job.

Please share this information with your friends, students and colleagues!