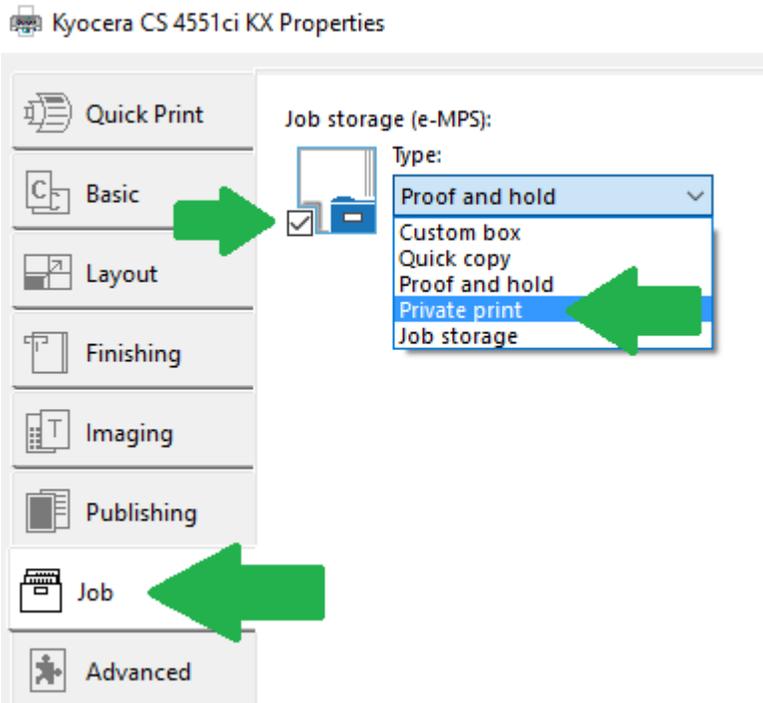


# Copystar MFP Private Print Feature

## Printing via Private Print

In any application before printing, go to the Properties/Preferences

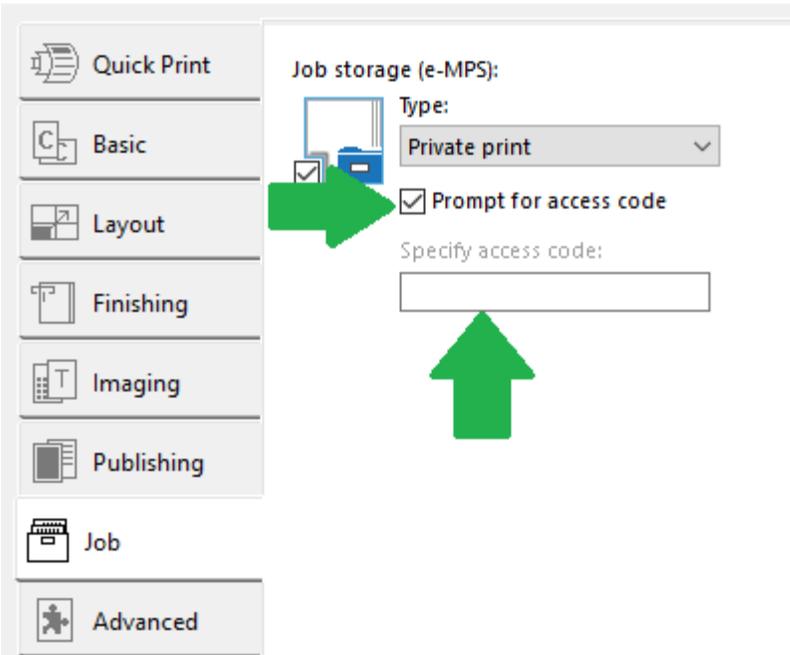
Click the Job Tab



Place a check mark in the box for Job Storage (e-MPS)

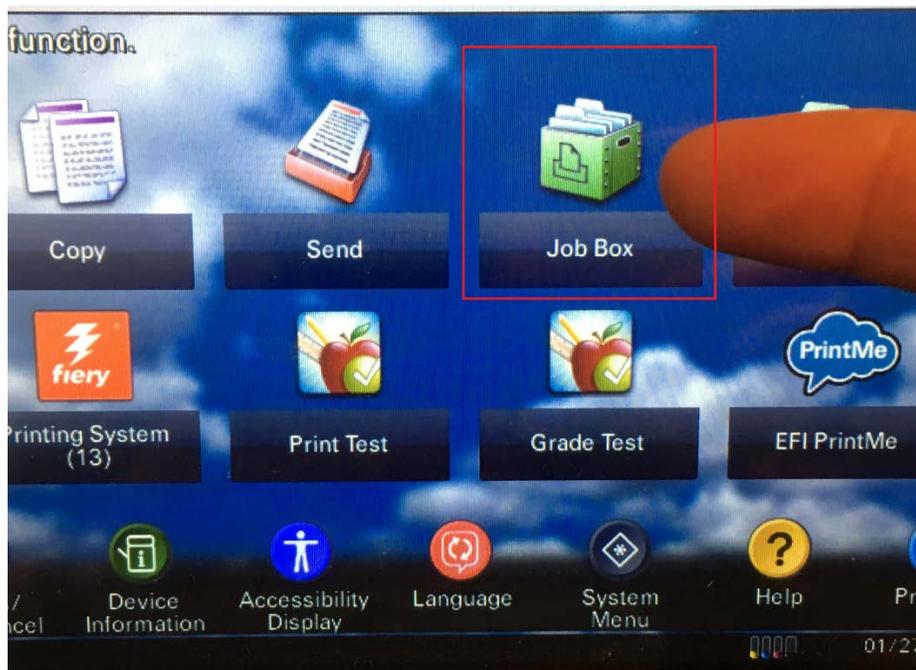
Select from dropdown menu Private Print

## Kyocera CS 4551ci KX Properties

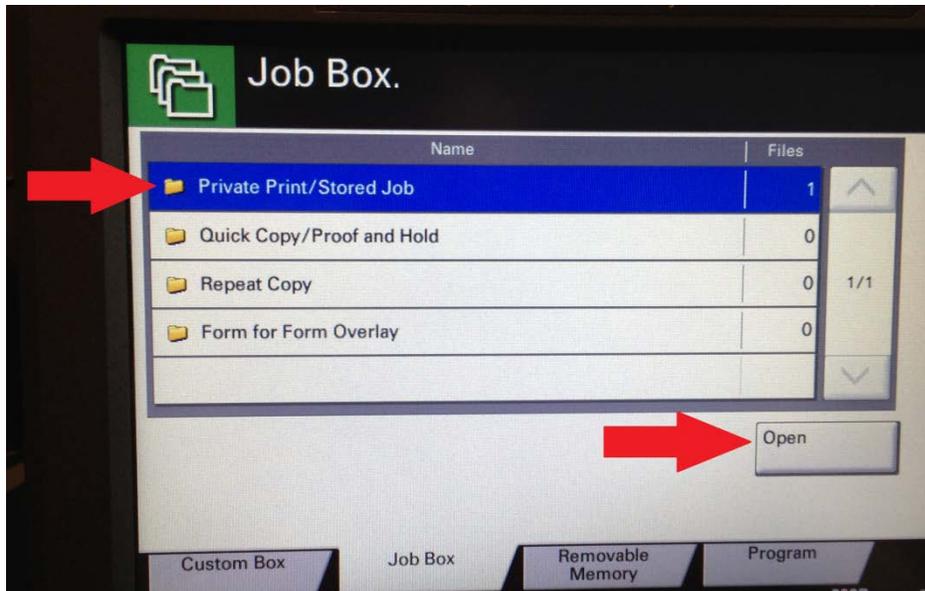


In the Access Code Field, Enter a code you would like to use to retrieve the job at the copier. Press OK to print the job.

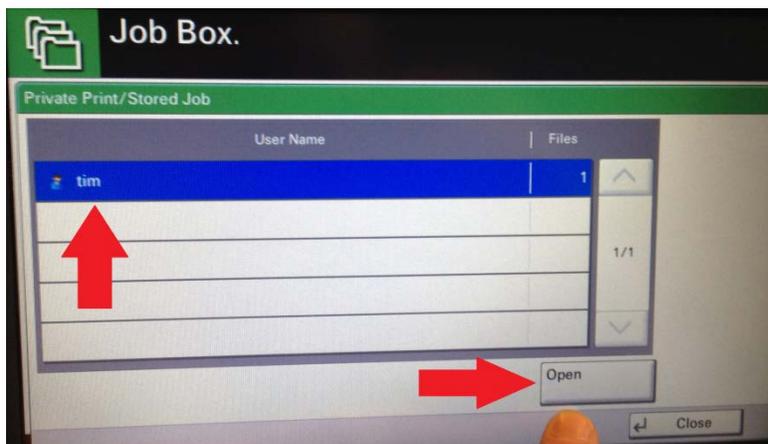
On the copier, Press Document Box,



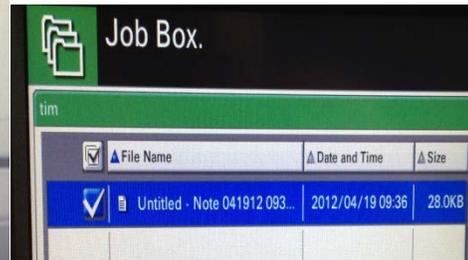
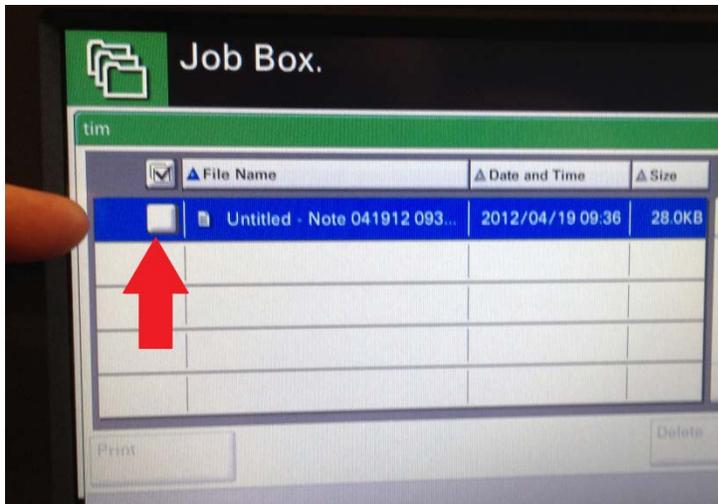
Some Models it can be found on the Home Screen-Job Box



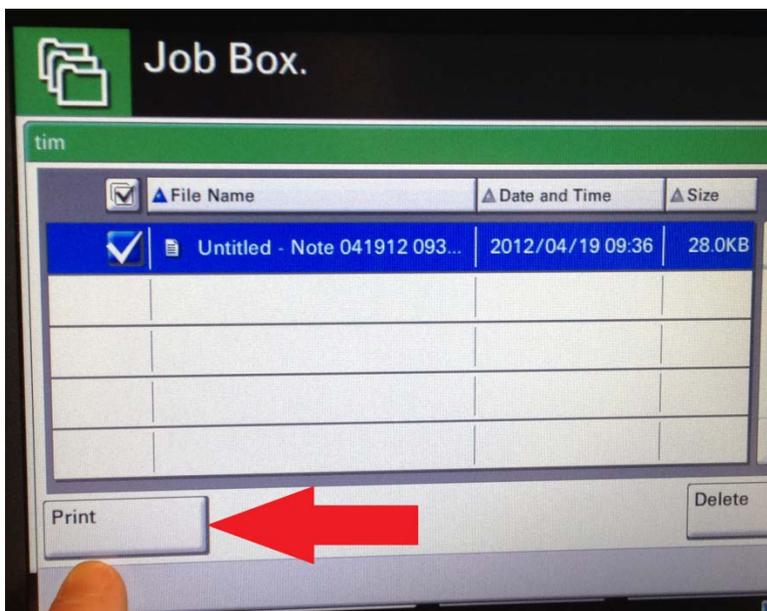
Select Private Print/Stored Job and press Open



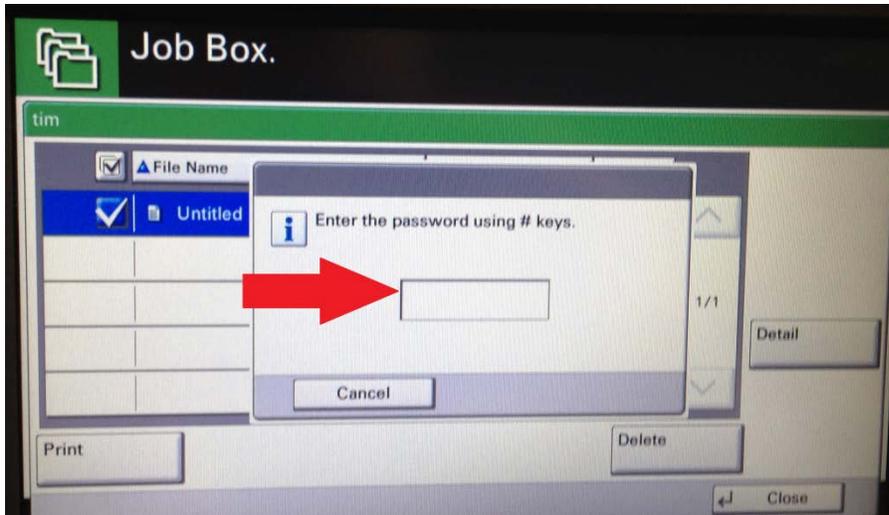
Select and highlight your Username and press Open button.



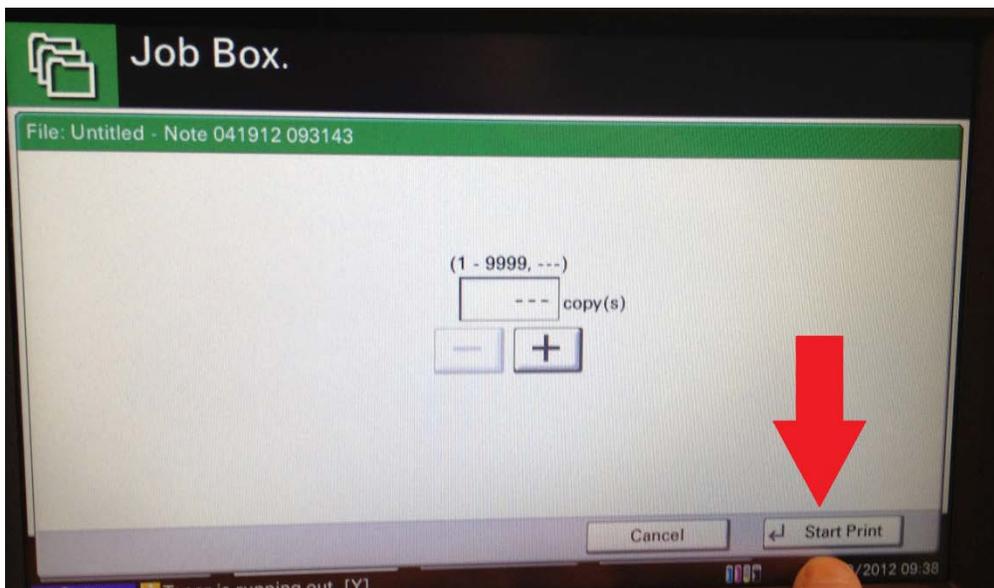
Place a checkmark next to the document(s) you want to print.



Select the Print button to start to print your documents.



Enter your password you entered when you printed the document.



If you need to make more copies of your print, you can increase using the + button. If you do not, Press Start Print to start the job. Once the job is printed, it will automatically delete the print job.