

Secure/Wireless Print @ Fairfield University

Secure, Mobile Printing Now Available @FairfieldU

Supporting automation of and efficiency in business process is a priority at Fairfield University, thanks in part to Fairfield 2020's findings within the Back Office Operations task force. In addition, mobile/wireless printing has been a high-priority request from the Educational Technology Committee (ETC) for over a year - here we are.

We are excited to present secure, wireless printing for Faculty and Staff. Join our pilot phase – effective immediately through summer '16. It's as easy as 1-2-3.

1. Check to ensure your mobile device (Apple to Android), PC and/or Mac is ready-to-go - then
2. Print any document to a secure queue 'in the cloud' - then
3. Retrieve your document using your Stag Card at any networked Canon Multifunction Printer on campus!
4. **Ready to start?! Click here for full documentation**

A little history

Over the past few years, the Canon Multifunction Printers (MFPs) have had an enormous impact on the University's ability to print, scan, fax, and copy. They've allowed us to reduce costs and have required less support on the part of ITS technicians when compared to our aging HP LaserJet and inkjet printers. Beginning immediately, ITS is pleased to introduce a new set of features and functionality into these devices:

What is Secure Print?

With Secure Print, all faculty and staff will be able to send documents to an on-campus print server. The documents will sit in a queue and users will have the ability to print those documents from any Canon MFP across campus. Simply by swiping your University ID card, the document will be released for printing. No longer will confidential information sit on the printer for all to view.

What is Mobile Printing:?

Along with Secure Print, ITS is also introducing printing to the Canon MFPs from mobile devices. As long as the mobile device (e.g. iOS/Android) -- has the ability to email an attachment from your University Exchange email account to print@fairfield.edu, the Canon MFPs can store the document until you're ready to print it. The document can be printed in the same manner as the Secure Print option.

The new features are available now for this pilot phase. *Effective fall semester 2016 in collaboration with the Educational Technology Committee, Secure Mobile print will be the only way to print on campus.* Take a test drive now.

If you have any questions, please contact the ITS4U HelpDesk at itshelpdesk.fairfield.edu.

For further assistance, please visit the ITS4U Help Desk located in NYS 215 or call 203-254-4069 during business hours.

Hours can be found here: [ITS4U Help Desk Hours of Operation](#)