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Update for Faculty on Printing Services at De Anza

For information, including the training videos that ETS created, go to:
https://www.deanza.edu/collegeops/managed-print.html

Please direct any further questions about the managed print system or printing services to Jennifer Mahato at mahatojennifer@fhda.edu

Common questions and concerns from faculty members	Answers
Who do I call if there's a paper jam? Where do I go if a machine is out of paper, toner and/or staples?	There is a sticker on each machine indicating who to call under "Key Operator".
Is there a map of all the printers on the MPS system in case the one I usually use isn't working when I need it? Are there printers available for instructors who teach in the evenings or other times when they cannot access their division office?	https://www.deanza.edu/collegeops/documents/DeAnza_College_Managed_Print_Systems_Map%202021.pdf
The magnetic stripe readers don't work on all the machines.	Please contact the "Key Operator"; they will need to contact ETS. However, if you are having issues at every machine, the issue is likely with your ID card and you would need to replace their card: https://www.deanza.edu/collegelife/idcard/