MFD Confidential Printing Walk-Thru

1. **Select Print Properties**
2. Select “Other Options”

3. Select “Print and Hold”
4. Select “Confidential”

5. Insert Print Name (can be anything) and Create 4 digit Pin Number
6. Print Job
7. Select “Held Jobs” on MFD

8. Select your selected print name
9. Select “Confidential Jobs”

10. Enter your Pin Number and select done
11. Select document to print

12. Select Print