Overview: Harvard Medical School provides pay-for-printing services to all matriculated, registered HMS, HSDM, DMS, and HST predoctoral students. If you have questions regarding your current predoctoral student status, please inquire at the appropriate Registrar’s office.

This document assumes that you have already 1) connected to the HMS Private Wireless network, 2) added a printer location to your personal laptop, and 3) installed the Print-Limit Pro software onto your machine. If you have not done any of these steps, please follow Steps 1-3 of the instructions at http://studentcomputing.med.harvard.edu/payforprint.asp

1. Click on the `pc-client-local-cache` shortcut that you placed on your desktop to launch the Print Pro Limit software.

2. Enter the following credentials in the appropriate text fields when prompted with the Login dialog box to acquire printer access.

   Username: `med\[MyCourses username]`

   Password: `[Your case-sensitive password]`

3. Navigate to Start>Run. Enter the following: `\itwvpctp01` and click OK.

4. Enter the following below at the Enter Network Password to connect to `itwvpctp01` in the Windows Security dialog box, and click the OK button.

   Username: `med\[your MyCourses username]`

   Password: `[Your case-sensitive password]`
5. The folder for `\itwvprtp01` will open automatically and can be ignored. Launch an application such as Microsoft Word or Adobe Acrobat Pro to view the document that you want to print. Click on the **Printer Icon** or navigate to **File>Print** in the application, and click **OK** or **Print** button.

6. Look over the information displayed in the **Print Job Notification** dialog box, and click the **Print** button to confirm your print job.

7. Pick up your print job at the designated printer location. The cost of your print jobs will be displayed in your online term bill and can be accessed in your **MyCourses** account under **My Portal>Student Services**.

If you have any questions, please contact Student Computing at support@student.hms.harvard.edu