“Pharos” is the software we use that enables you to print to our library printers/copiers

- Select one of the Pharos printers
- Print as usual from any application – enter **euid** in Pharos popup

**To install** on your computer, see instructions on Library’s Web site (see below)

- Follow the instructions **CAREFULLY**
- **Library computers/labs** already have Pharos printers installed
- To install from off campus, use the VPN (see below)

**Printing requires a Pharos account**

- Account should already be setup; add funds at the Library Service Desk – funds are non-refundable
- Logon at Pharos printer with id badge or username/password
- To print from off campus, use the VPN (see below)

**Costs:**

- Black/White: 5 cents per side for 8½ x 11 & 8½ x 14; 10 cents per side for 11 x 17
- Color: 25 cents per side for 8½ x 11 & 8½ x 14; 50 cents per side for 11 x 17
- No charge for scan-to-email

**Pharos printers are located:**

- Library 2nd(color), 3rd, & 4th floors
- MET 1st, 2nd (color), 4th, & 5th floors
- EAD 5th floor, 7th floor
- IREB 1st floor (color)
- RES 1st floor (color)
- CBH 2nd floor

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**Web Sites to Know**

**Library**

- Main page: [http://library.unthsc.edu/](http://library.unthsc.edu/) -> Services -> Printing / Copying / Pharos System
- Help with printing, contact Library Service desk: 817-735-2465 ~ askalibrarian@unthsc.edu

**Help Desk:**