ARTIPrint is the networked printing process for SAIC. ARTIPrint works in conjunction with the ARTICard, the School’s official identification card. You MUST have your ARTICard to print, to access semesterly black & white printing allotment, and to pay for color print jobs with ArtiCash. Students enrolled in degree-seeking programs and faculty members are given a $24 black and white printing allowance per semester, and each non degree-seeking student is given a $12 allowance.

**Please note:** ARTIPrint funds cannot be applied to color prints or Service Bureau print jobs. ARTICash funds must be added for color printing. Once the ARTIPrint allotment has been exhausted, the pay system will deduct funds from your ARTICash account. Black and white printing allotment does not carry over from one semester to the next.

**ARTIPrint with OS X.**

To print, the appropriate printer must be chosen in the Print Center setup. Once a print is sent to the printer, an additional application will auto-launch called **Popup**. Popup will request a username and password be associated with each print. This username and password can be unique and does not need to be the same as any other account password. The username and password can be any number of characters or numbers.

Once the password has been accepted you can proceed to the pay station. Make sure you are at the correct pay station. The pay station’s front page will list which printers it is taking payment for. Swipe your ARTICard with the magnetic strip facing the led light on the swipe mechanism.
ARTIprint with OS X
Using the Uniprint paystations with OS X

Swipe Error. If you get this error window after swiping your ARTICard, click OK, and try swiping again slower.

Selecting and Paying for a print. Once you’ve successfully swiped your ARTICard, the document selection window will appear. Select the appropriate document.

In the charging section at the bottom left, make sure you are being charged the appropriate amount. If you are being charged for a different paper size, go back to the computer station and check the document and page setup on your document. If the charge is correct, click Print.

Enter your password. The system will then verify you as the owner of the document, and ask you for a password. This password must be the same password you entered for this print at the computer station. The passwords are case-sensitive, so make note to whether the Caps Lock key is down when you originally entered your document password.

Current print prices for self-serve laser printing:

8.5” x 11” (letter) black and white: **$.08**
11”x17” (tabloid) black and white: **$.16**
8.5” x 11” (letter) color: **$1.00**
11”x17” (tabloid) color: **$2.00**