

1. Please Login with matriculation number and university password.



2. After you have successfully logged in, you can view your current balance or purchase a copy card.



3. To purchase a card insert the desired amount into the banknote slot. (5€, 10€ or 20€)  
**Please note: The machine does not give change!**



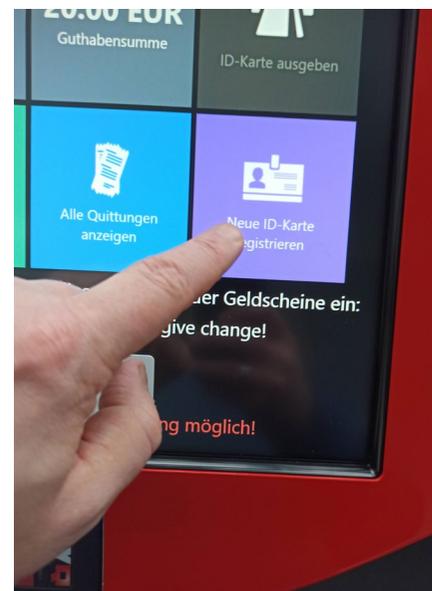
4. Now you can see your current balance in the upper left corner and purchase a copy card. To do this, click on "ID Karte ausgeben" at the top right.



5. Take the copy card



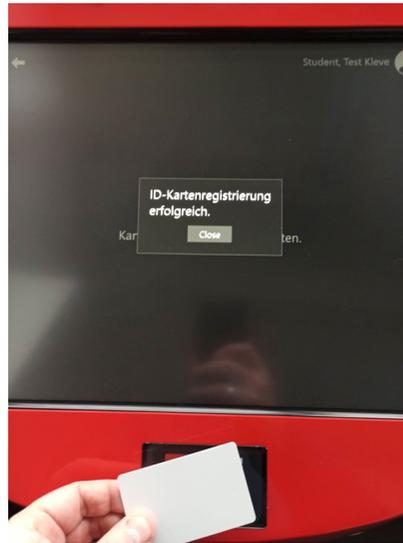
6. In the last step, you have to register your copy card by clicking "Neue ID Karte registrieren"



7. The display now shows  
"Karte zur Registrierung vorbehalten"



8. Now hold the card in front of the contact field. Now your card is registered and you can use it to log on to all copier systems.



9. Click on the arrow to return to main menu.



10. To log out, now click either  
Log out without receipt (Abmeldung ohne Quittung)  
or with receipt (Quittung drucken und abmelden).

