



Figure 1

PaperCut display showing three jobs queued for printing

To print all of the jobs in the queue select **Print All**

Alternately, select a job and then cancel it

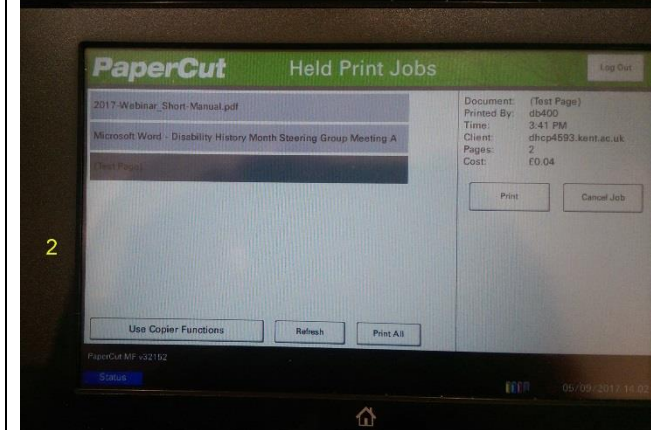


Figure 2

The third of the three jobs has been selected. As this does not in fact need printing select **Cancel Job**. Note that reference to “Cost” does not necessarily mean the job is charged to you personally. You can verify this via <https://printing.kent.ac.uk/app?service=page/UserPrintLogs>

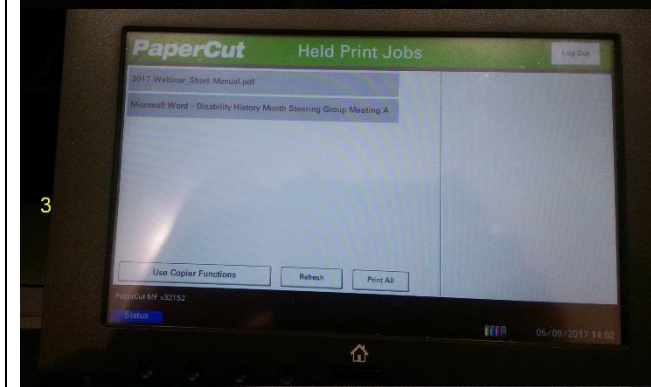


Figure 3

The third job has been cancelled.

There are now two jobs left in the list of held jobs (“queue”).

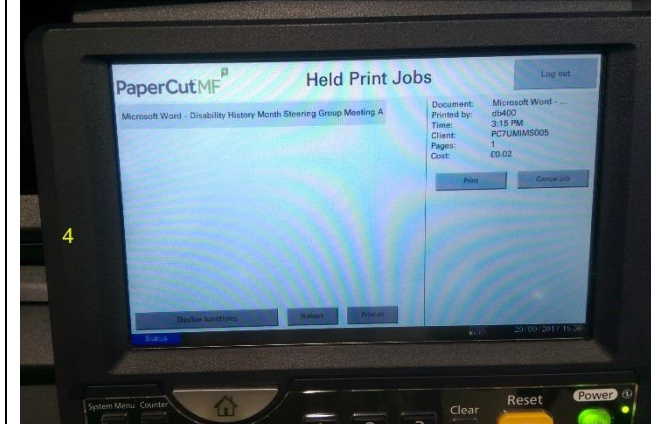


Figure 4

This shows an updated version of the PaperCut interface. Only the appearance has changed. There is now only one job left in the queue.

In this example a domain-joined (managed desktop) PC was used to initiate the job.