THE UNIVERSITY OF
NOTRE DAME
A U S T R A L I A

Print From My Device

If you are working from a BYO device, you can still print to any student printer on campus using SafeQ email. Email **printing.west@nd.edu.au** for Fremantle and Broome printers or **printing.east@nd.edu.au** for Sydney printers.

The document sends in single-sided format, if you wish to print double-sided you must use a university computer.

Please note that this option only supports the following files:
PDF, HTML, HTM, GIF, PNG, JPEG, TIFF, DOC, DOCX, XLS, XLSX, PPT, PPTX, RTF, TXT, ODT, ODS, ODP.

Documents in your queue are kept in the printing system for 48 hours. A notification is sent within 24 hours if you do not print and another in 48 hours to notify you the document has been deleted.

Before attempting to print, ensure you have added printing credit via [Think Print]

Please confirm the document to be printed is saved on your device before trying to print.

1. Access the Students page on the ND website:
   https://www.notredame.edu.au/current-students
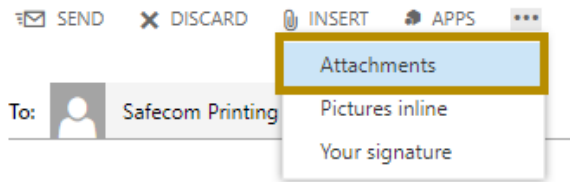2. Click on **Email** under Quick Links
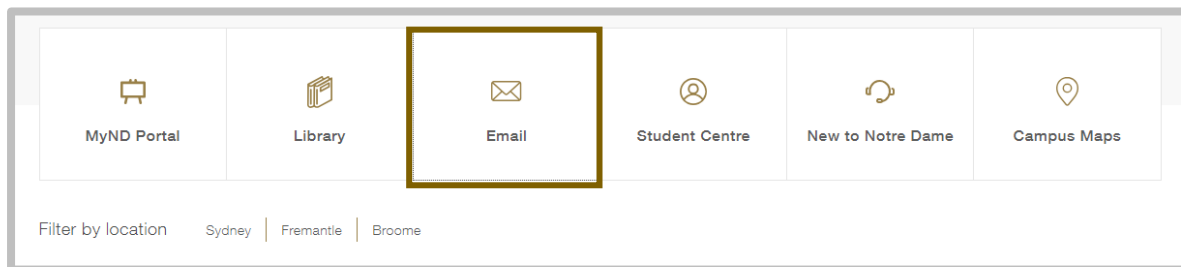
3. Enter your **Student ID** and password to access the portal.
   Username: 32001234
   Password: Nd01021994

4. Click **New**
5. Select **Email message**
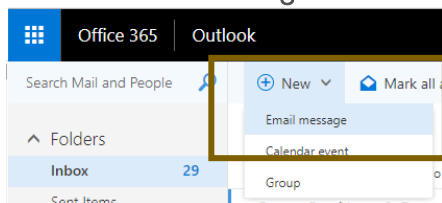
6. Type **printing.west@nd.edu.au** for Fremantle and Broome printers
   or **printing.east@nd.edu.au** for Sydney printers
7. **Attach** the required document

8. Click **Send**
9. Swipe your card over the **SafeQ reader** on a student printer.
10. Select **Print-FollowMe** from the Menu
11. Select **Waiting**
12. Select the required print job from the list of waiting jobs
13. Press **Print**

Please kindly contact your campus Service Desk if you require assistance.

Fremantle	Sydney	Broome
08 9433 0777	02 8204 4444	08 9192 0632
8am – 5pm WAST	8am – 5pm AEST	8am – 4:30pm WAST
fremantle.it@nd.edu.au	sydney.it@nd.edu.au	broome.it@nd.edu.au