

# PayPrint Application

## USER'S MANUAL

### Generate PIN Number

Clicking on the **GENERATE PIN NUMBER** button leads to the creation of a temporary, one-time PIN number which can be used for the authorisation or the assignment of the card to a user's account. PIN numbers are generated randomly. There is no possibility to enter the number by using a keyboard.

Komunikat ze strony www.pay-print.eu

Właśnie wygenerowałeś jednorazowy pin do systemu, który będzie ważny przez 33 minut(y). Za jego pomocą możesz zalogować się przy urządzeniu lub dodać kartę. Twój pin to: 752418

OK

### Authorisation

In order to login to the **PayPrint System**, enter your **email address** and a **password** created during the registration process. The application is available in two language versions. After entering the credentials, click on the **LOGIN** button.



### Print

After successful login, the PRINT bookmark will appear. One of the options available on the website is the possibility to download a document which is supposed to be printed. This can be done by using the drag and drop method or by clicking on the Choose file from storage button. All added documents will be displayed on the list.

The information about available Printcoins can be found in upper right corner of the page. Before being printed, the document can be modified.

Available options:

- changing the number of copies
- choosing monochromatic colours

Besides, users can also:

- delete the document – it will be permanently deleted from the list
- preview the document – it will be opened in a new bookmark,

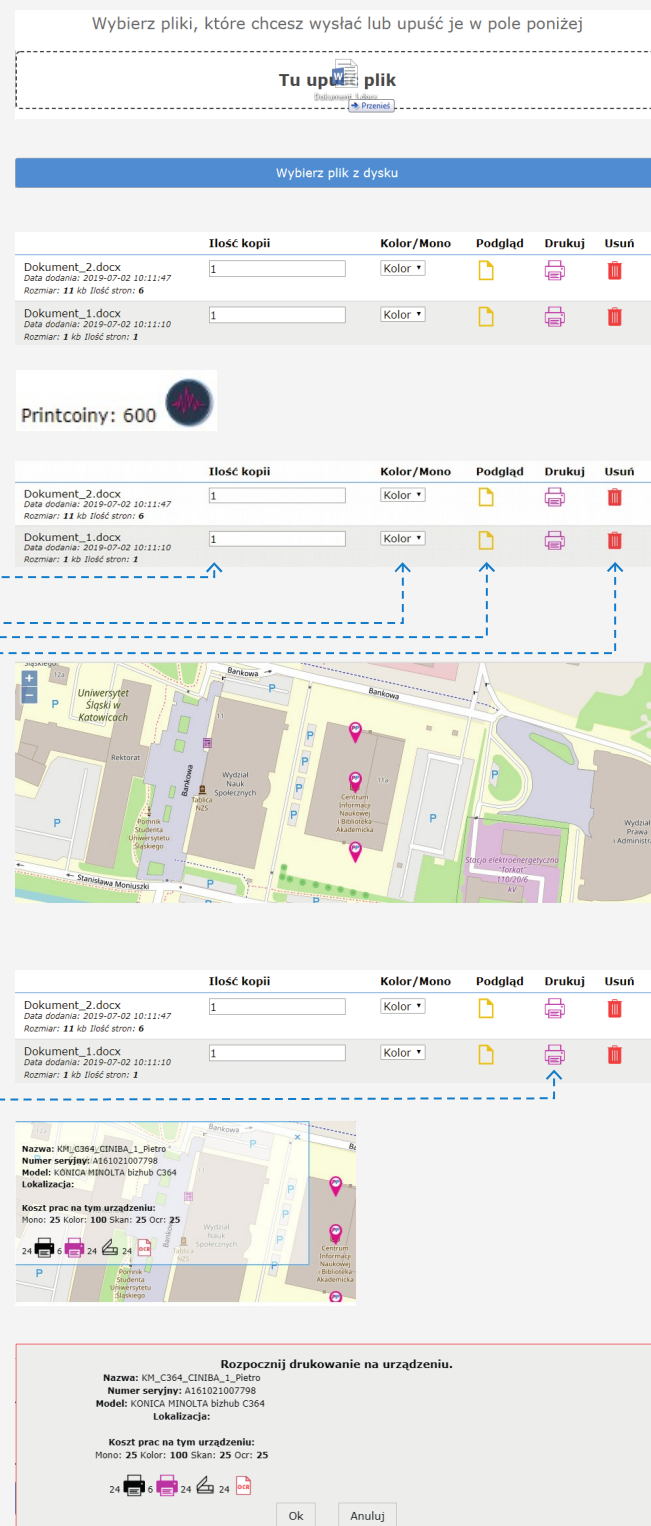
In order to print the document from the website, choose one of the devices which are available on the map:

After choosing the device (marked on the map with a pin), you will see some detailed information concerning the printer and the expenses divided into:

- monochromatic print,
- colour print,
- scan,
- scan with OCR function.

In order to start printing, click on the Print button.

The document will be sent to the printer after clicking on the **OK** confirmation button.



## Documents

The DOCUMENTS bookmark includes two options available for users:

- **SCAN** – list of all scanned documents
- **OCR** – list of all scanned documents with OCR function

Nazwa	Czas	Ilość stron	Dodane przez	Podgląd	Usuń	Złącz
__2019-07-01_16-03-28-041_0001.pdf	2019-07-01 16:03:28	1	adamczewski@onet.eu			OCR
__2019-06-21_11-24-47-391_0001.pdf	2019-06-21 11:24:47	1	adamczewski@onet.eu			OCR
__2019-06-21_11-23-59-711_0001.pdf	2019-06-21 11:24:00	4	adamczewski@onet.eu			OCR
__2019-06-21_11-21-37-444_0001.pdf	2019-06-21 11:21:37	1	adamczewski@onet.eu			OCR

Options available for a **scanned document**:

- **Preview** – displaying the scanned document in a new bookmark,
- **Delete** – permanent deletion of the scanned document from the system,
- **Merge** – creating a new document from the ones included on the list.  
For merging, select the documents and click on the **Merge** button.
- **OCR** – converting the document into an editable form – the new OCR document will appear in the **DOCUMENTS – OCR bookmark**.



Nazwa	Czas	Ilość stron	Dodane przez	Usuń	Pobierz
__2019-07-01_16-03-28-041_0001.pdf	2019-07-02 11:07:19	1	a@q.pl		
__2019-06-21_11-24-47-391_0001.pdf	2019-07-02 11:07:11	7	a@q.pl		
__2019-06-21_11-23-59-711_0001.pdf	2019-07-02 10:07:40	1	a@q.pl		
__2019-06-21_11-21-37-444_0001.pdf	2019-07-02 10:07:39	10	a@q.pl		

Options available for the **OCR document**:

- **Delete** – permanent deletion of the OCR document from the system,
- **Download** – downloading the document to the disk.

Documents converted into OCR format can be found in the DOCUMENTS – OCR bookmark under the name of merge document "timestamp".

## Load your account

You can use the system on condition that you load your account with **Printcoins** – payment units available in packages for a defined number of days assigned to a given package.

5	20	50	100
Ilość printcoinów: <b>450</b>	Ilość printcoinów: <b>1900</b>	Ilość printcoinów: <b>4900</b>	Ilość printcoinów: <b>10000</b>
Dni: <b>180</b>	Dni: <b>180</b>	Dni: <b>180</b>	Dni: <b>360</b>
Cena [PLN] <b>5.00</b>	Cena [PLN] <b>20.00</b>	Cena [PLN] <b>50.00</b>	Cena [PLN] <b>100.00</b>
<b>KUP</b>	<b>KUP</b>	<b>KUP</b>	<b>KUP</b>

The payment for a selected package is realised via dotpay.

## Contact

Contact data of the PayPrint system producer:

Qube Technologies Sp. z o.o.  
ul. Popularna 4/6 lok. 8  
02-473 Warsaw  
Poland

e-mail: qube@qube.pl  
servis: serwis@qube.pl

tel. +48 22 253 42 40



# PayPrint Application

PRICE LIST \*

1 page A4 mono print

14 - 16 gr

1 page A4 color print

70 – 78 gr

1 page scan

7 – 8 gr

1 OCR page

7 – 8 gr

\* prices depending on a selected loading package

