



Printing via web upload

Upload documents from your own laptop, tablet or phone, then print them on campus.

BEFORE YOU START

Curtin ID and OASIS password · Print credit on your Student ID card · Your files

1

Open the print portal from OASIS

Sign in to OASIS and go to **Curtin Life** ► **Campus**. Under **Student essentials**, select **Print Online**. The Curtin Managed Print portal opens in a new window.

2

Sign in to the print portal

Enter your **Curtin ID** and **OASIS password** at the SafeQ login screen.

3

Select Upload job and add your files

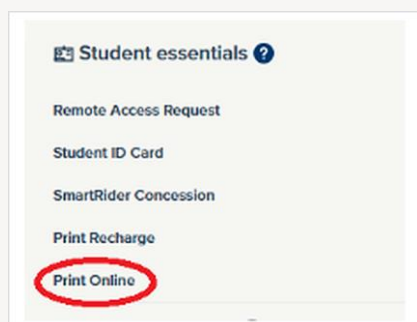
In the left-hand menu, choose **Upload job**. Click **SELECT FILES**, or drag and drop your documents onto the dashed panel.

4

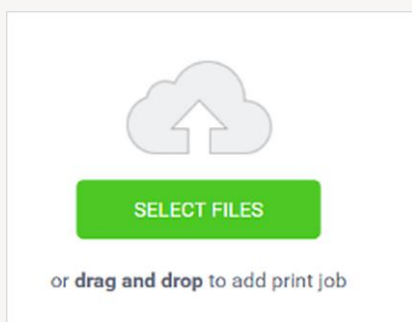
Set your print options, then upload

Each file appears as a card. Tick **Black and white** or **Duplex** if you need them, then click **UPLOAD**.

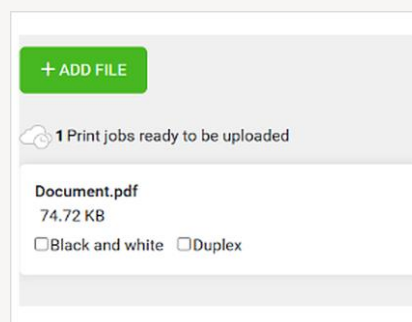
WHAT YOU'LL SEE



Print Online in OASIS



Select files to upload



Your file, ready to send

TIP

No credit, no printing. Make sure you top-up first (see the **Recharge your print credit** guide).

NOTE

Once you have sent the job, you can tap your card at a campus printer, select the document and print.

Need help? Visit the Library Helpdesk in B105.L2. Or head to SupportU > >

