

Adding Print Credits using Briton Bucks

1) Check your Print Credit Balance by logging into your Print Account

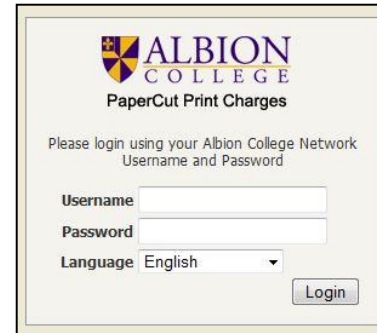
To do so, click "Details" on the Balance Window.



2) Log in to the Print System

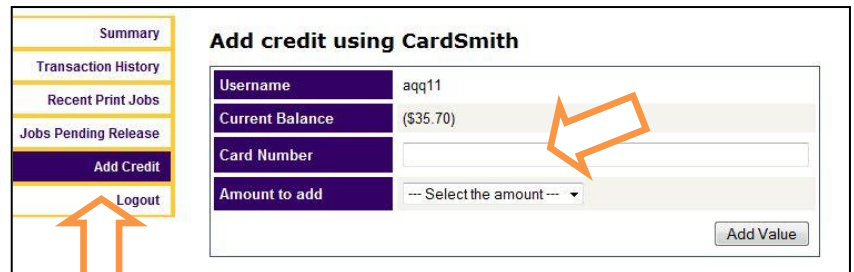
This can be found at: www.albion.edu/quota from ON CAMPUS ONLY.

Note: Use your Albion College Network Username and Password.



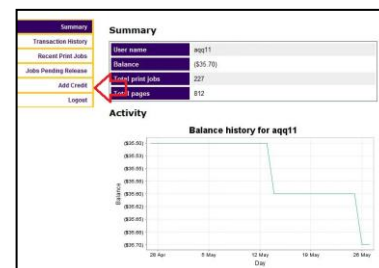
3) Purchase Print Credits by Clicking "Add credit using CardSmith"

Note: You will need to enter your 16-digit ISO # on the front of your Albion 1Card.



4) Verify that you have Print Credits

Check your **current balance** and **transaction history**.



5) Add value to your Briton Bucks account at www.albion1card.com

Note: Value added to Briton Bucks is accepted at a variety of locations on and off campus.



Still need help?

If you still have problems printing after checking your balance, please contact Information Technology. Print Credits can also be added with cash at the Accounting Office Mon. – Fri. 8:15 a.m. – 4:45 p.m.