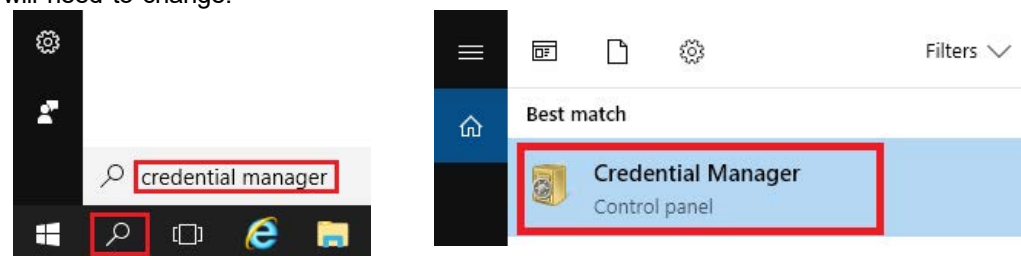


Printing from UvA-managed ICT-workstation with AUAS Employee ID Card

This manual is for employees who use their UvAnetID to log in to the UvA-managed ICT-workstation, but who would like to use their AUAS Employee ID Card (the *HvA-medewerkerpas*) to print. Please follow these steps if you have forgotten your UvA Employee ID Card or if you only have a AUAS Employee ID card. This manual shows which settings on your UvA-managed ICT-workstation you will need to change.

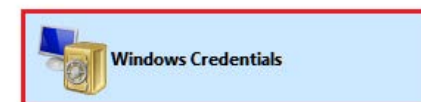
1. Click on the *search icon* on the taskbar and enter *Credential Manager* in the search bar that appears. Click on *Credential Manager* in the search results.



2. Click on *Windows Credentials* in the window that appears.

Manage your credentials

View and delete your saved logon information for websites, connected applications and networks.



Under *Windows Credentials* a connection might already exist to the following server:
canamswapp05.ps1.mycanonprint.nl



If this is the case, please remove this connection. You can do so by clicking on *the arrow* that is displayed and by clicking on *Remove*.





3. Click on *Add a Windows Credential* to add a new connection.
4. Enter the following details:
Internet or network address: canamswapp05.ps1.mycanonprint.nl
User name: ad.hva.nl\AUAS-ID
Password: The password of your AUAS-ID

NB: In the *User name* field, after 'ad.hva.nl\' please enter your own AUAS-ID (for example: ad.hva.nl\grommj).
5. Click on *OK*.
6. Restart your ICT-workstation and sign in.
7. Now you will be able to print using your AUAS Employee ID Card (the print job will appear in the print queue if you log in to the printer with your AUAS Employee ID Card).

Add a Windows credential

Type the address of the website or network location and your credentials
Make sure that the user name and password that you type can be used to access the location.

Internet or network address
(e.g. myserver, server.company.com)

User name:

Password: