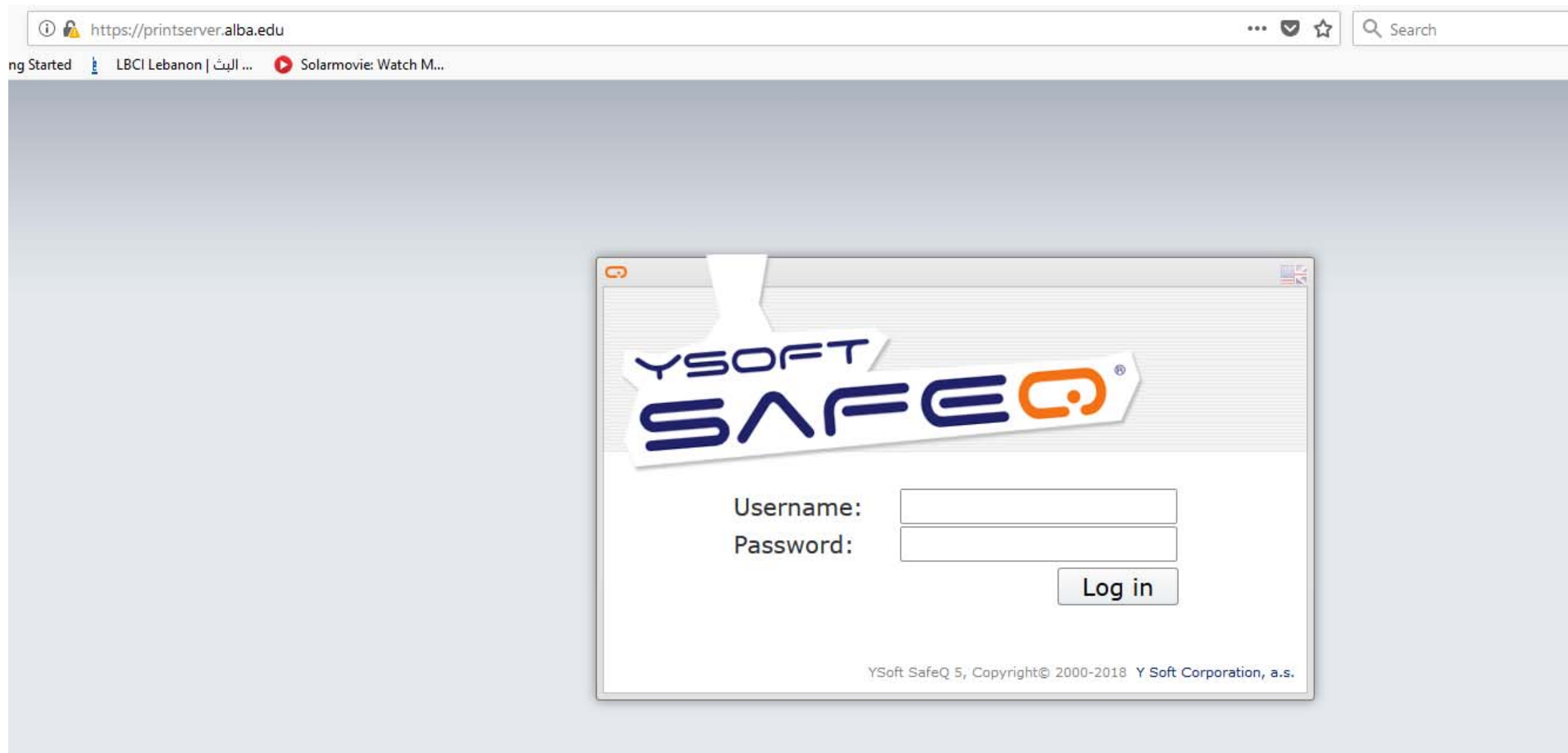


How to Generate a New PIN Code for Ysoft Print Services?

1- Go to <http://printserver.alba.edu>



2- Use your Windows user name and password to Login

3- Click on Generate PIN

The screenshot shows the YSoft SafeQ dashboard interface. The browser address bar displays <https://printserver.alba.edu/web/Dashboard.jsp>. The dashboard includes several sections: 'My credit' (no account assigned), 'My links' (http://printserver/m), 'My savings' (current month/year) with a table of metrics, 'My last jobs' (no recently printed jobs), 'New card activation code' (no code assigned), 'Default billing code' (no code designated), and 'Access credentials'. In the 'Access credentials' section, a red arrow points to the 'Generate PIN' link.

Trees	0.000 / 0.002	Water [l]	0.000 / 2.982
Energy [kWh]	0.000 / 0.462	CO ₂ [kg]	0.000 / 0.030
Money [\$]	0.000 / 0.000		

This screenshot shows the same dashboard after the 'Generate PIN' action. The 'New card activation code' section now displays the code **732049**. The 'Access credentials' section has expanded to show a 'Generate PIN' button, which is highlighted with a red arrow. Below the button, it states: 'You can use this code to authenticate at the terminal on the printer.'

4- Click "Yes" on the popup screen

The screenshot shows a web browser window with the URL <https://printserver.alba.edu/web/Dashboard.jsp>. The browser's address bar and tabs are visible at the top. The dashboard itself has a header with "Dashboard" and "Reports" tabs, and a "YSOFT SAFEQ" logo. The main content area is divided into several sections:

- My credit:** A yellow warning icon with an 'X' and the text "No account has been assigned to you."
- My links:** A link to <http://printserver/m> with "Add" and "Edit" buttons.
- My savings (current month/year):** A table showing resource usage:

Resource	Current	Limit	Resource	Current	Limit
Trees	0.000	0.002	Water [l]	0.000	2.982
Energy [kWh]	0.000	0.462	CO ₂ [kg]	0.000	0.030
Money [\$]	0.000	0.000			

Below the table, it says "Last update: 15:02:03 Next update: 16:02:00".

- My last jobs:** A yellow warning icon with an 'X' and the text "You do not have any recently printed jobs."
- New card activation code:** "Your card activation code for ID card assignment at YSoft SafeQ terminals" followed by the code **732049** and a help icon.
- Default billing code:** "No billing code has been designated the default billing code. Choose another billing code."
- Access credentials:** A section with a "Generate PIN" button. A "Generate card activation code" button is partially visible below it.

A white confirmation popup is overlaid on the "Generate PIN" button. It contains a green question mark icon and the text: "A new PIN will be generated for this user and displayed on the screen. Do you want to continue this operation?". There are "Yes" and "No" buttons at the bottom of the popup.

5- You will receive an email of the new generated PIN CODE.