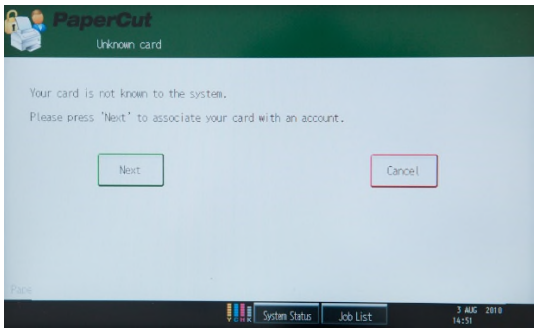
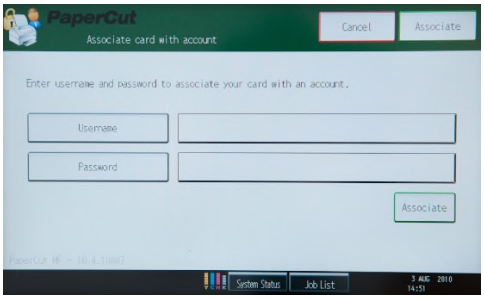
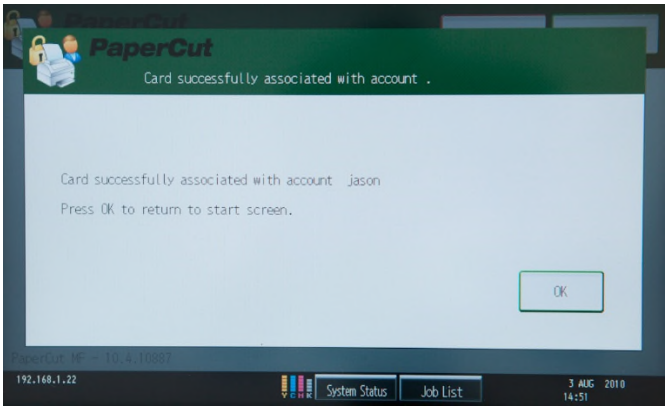
Register your Card- 1 time Process

Swipe your card at the card reader

PaperCut doesn't know who you are yet so press next



Enter your username and password that you log into your computers with and press Associate button



Screen will verify that card is successfully registered to the system, press OK and you are done!