



Enable FollowMe Print

All you need is your badge and VPN! With a few clicks of your mouse to set up the service, you can be printing in no time.

Note: If you use a Mac, please visit bit.ly/rtctech to access instructions.

Follow the steps below for Reston. Be sure to connect to VPN to print.

1. Login to Citrix VPN.
2. Download and install Enterprise Print Access software from your Software Center.
3. To find Software Center, select the windows icon and type "Software Center" in the search bar. To find "Enterprise Print Access", type that in the search bar inside of Software Center.
4. Once downloaded, all facilities printers will automatically become available in your print queue.
5. Select the FollowMe_NOVA print queue when you select a printer.
6. Retrieve documents from printer with your badge.