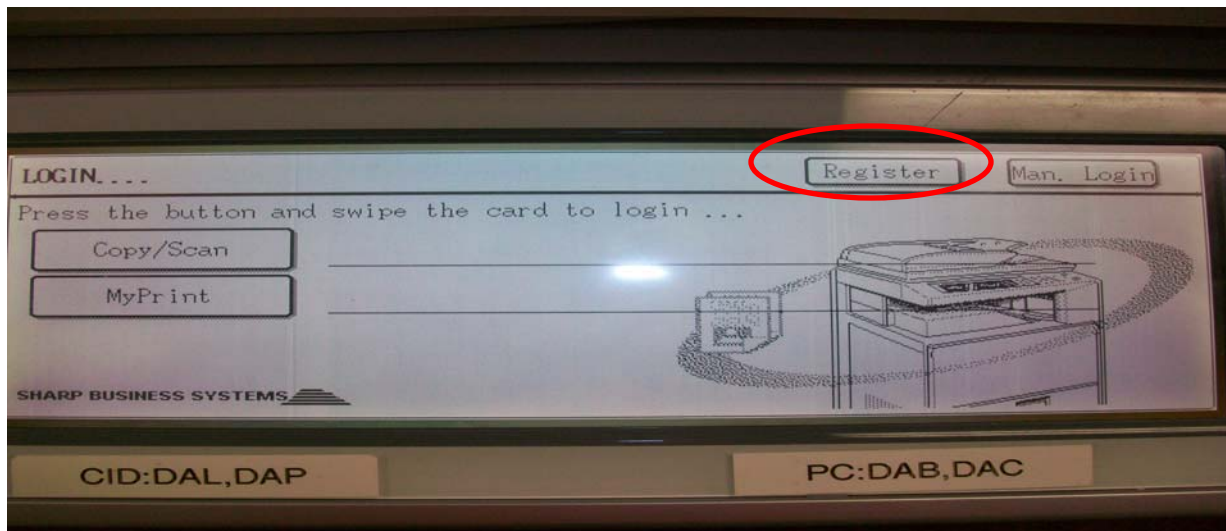
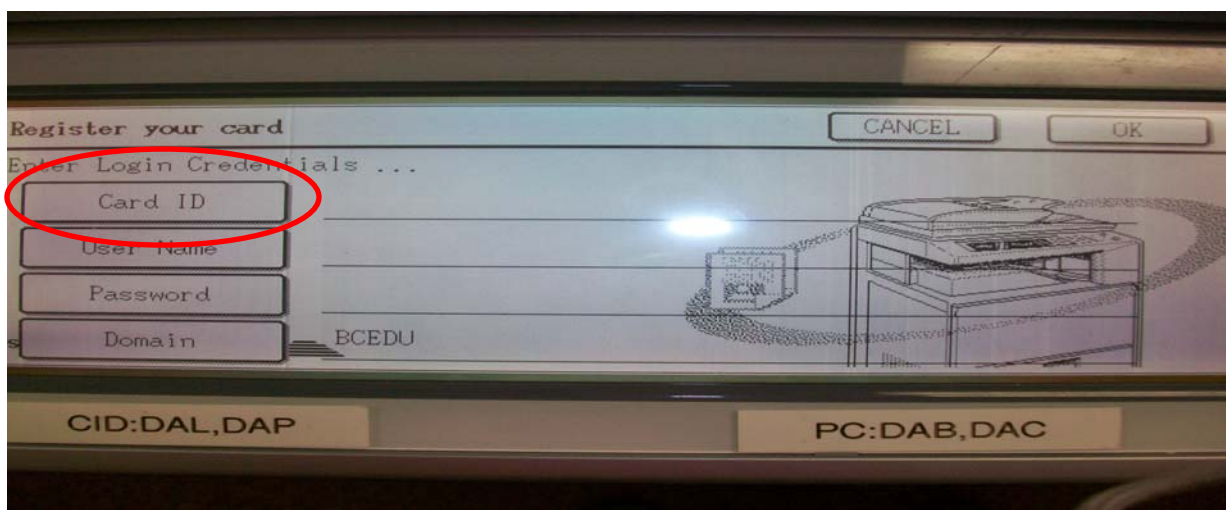


How to Register a Broward College ID Card to a Sharp MFP

Step 1: Select the **Register** button on the touch screen panel to begin the process



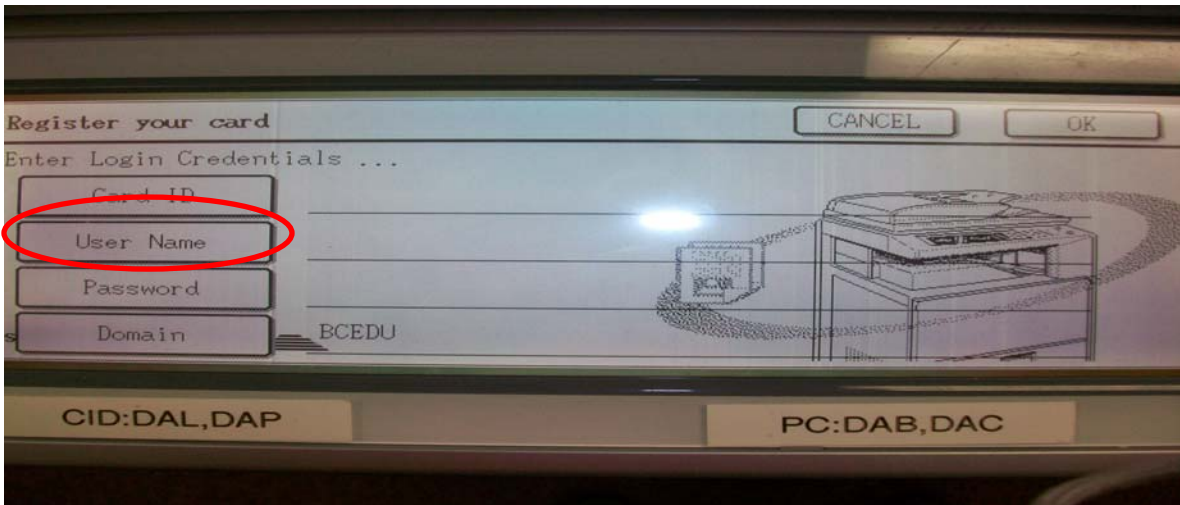
Step 2: Select the **Card ID** button on the touch panel



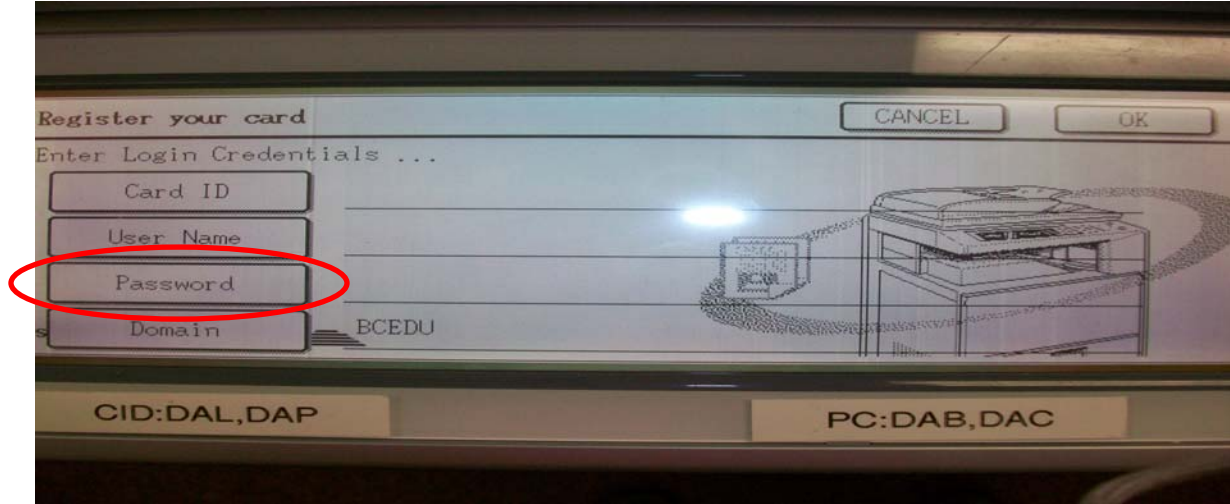
Step 3: Swipe your card face up or face down as long as the black magnet strip passes through the reader. Then wait for the device to return to the home register screen



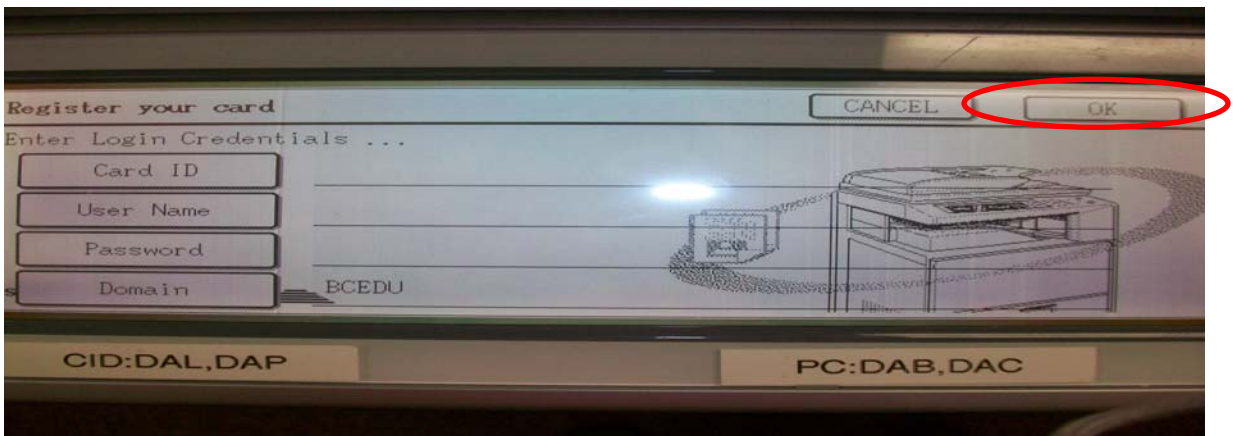
Step 4: Select **Username** and type in a valid BC Username then press **OK**



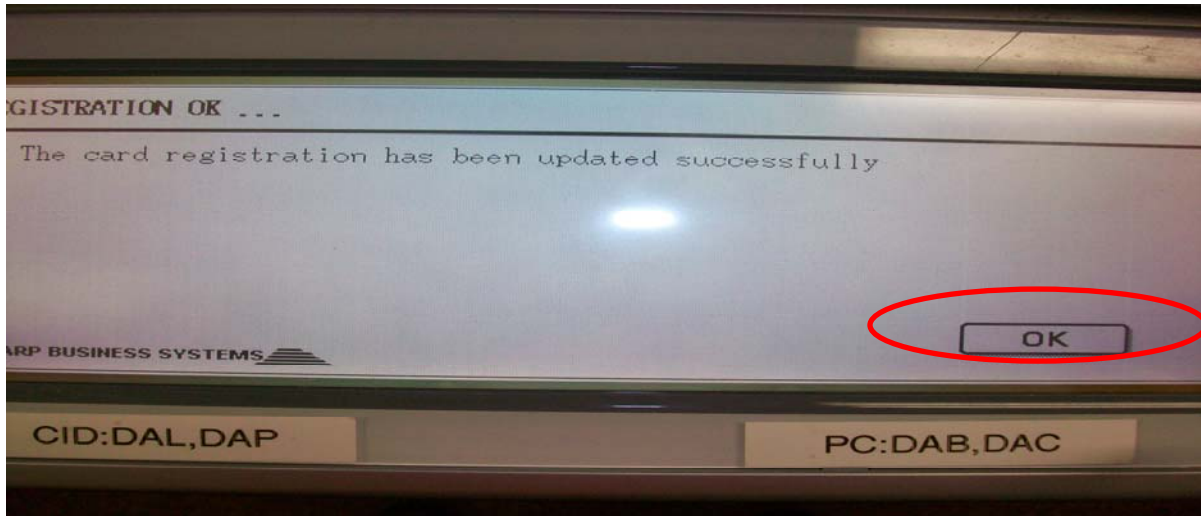
Step 5: Select **Password** and type YOUR BC password then press **OK**



Step 6: Press **OK** to complete registration



Note: If card registration was successfully the following screen will appear.
Press **OK** to continue



REMINDER*****Only one ID card per user can be registered at one time.
Each time you change your password this process will have to be repeated