



# WEPA FAQ

## Students Questions About Printing

1.) **Q:** What does WEPA stand for?

**A:** **W**ireless **E**verywhere. **P**rint **A**n anywhere. WEPA is a contracted service with NWCCD providing five printing kiosks for students' printing convenience at:

Sheridan College Kiosk Locations – The Whitney Building outside of CTLE, The Science Center Lobby, Griffith Memorial Building main hallway.

Gillette College Kiosk Locations—Health Science Center Lobby, Gillette College Main Building lobby.

2.) **Q:** Does this replace my ability to print anywhere else on campus?

**A:** Yes, we do ask that you limit printing to the WEPA kiosks.

3.) **Q:** Can I print from my personal computer or smart phone?

**A:** Yes! Go to [www.wepanow.com](http://www.wepanow.com) and hover over "Print Now" – you'll see a drop-down list of different ways you can print from your personal PC, MAC, iOS or Android device.

4.) **Q:** **Why** did NWCCD go to this method of printing?

**A:** Due to the growing high costs of paper and printing, NWCCD came up with a better way of managing the resources used. This system will allow NWCCD to not only provide a valuable, convenient service to its students, but will help staff to better understand where resources are most needed by providing reports. In continued efforts to provide the best technological advances and manage costs at the same time, this will reduce waste and better manage inflation that directly impacts student costs. Reducing and managing paper consumption is the right thing to do for the environment as well and makes our colleges more sustainable and **GREEN**.

5.) **Q:** **Don't I pay** for printing with the technology or class fees?

**A:** No. Rather than raising technology or class fees to cover the higher costs of printing and paper, WEPA helps manage these costs specific to printing. Full-time students are allocated the equivalent of 100 one sided black @white copies per year. Actual copies may vary depending on usage of double sided prints and color prints.

Student fees cover the costs in the following structure: \$5 allowed for students with 12+ credit hours; \$3 allowed for students with 6-11 credit hours and \$1 allowed for students with 1-5 credit hours. Then WEPA allows the colleges to request a modest, competitive fee for those who need more extensive printing. (Color printing is a bit higher.) By doing this, the colleges do not have to forecast unpredictable excessive printing costs into their annual budgets. It also allows all students fair access to the same high-quality level and amount of printing.



## NWCCD Information Technology Services

Sheridan College - 1 Whitney Way, Sheridan, WY 82801

Gillette College - 300 W Sinclair St, Gillette, WY 82718

(307) 675-0555 or [Help Desk Ticket](#)

6.) **Q:** Is NWCCD making money from using the WEPA printing kiosks?

**A:** No. NWCCD is paying for this new technology with the understanding that overall printing costs will be better contained. NWCCD will not make a profit by using WEPA, but rather will help keep overall costs down that usually transfer to students. The fees for additional printing will help pay for the cost of printers, their maintenance and paper consumption.

7.) **Q:** Where can I get more information about WEPA and how to use it?

**A:** [WWW.WEPANOW.COM/FAQ](http://WWW.WEPANOW.COM/FAQ) ~~OR~~

For assistance: IT Help Desk [Submit Ticket](#) or call 307-675-0555

8.) **Q:** How do I print?

**A:** Follow these easy steps:

1. Go to [www.wepanow.com](http://www.wepanow.com) from your personal laptop or any computer.
2. Select > **School**
  - a. Northern Wyoming Community College
3. Login using your college credentials.
4. After logging in, Click on the Printer Icon to "Print Now" and then Browse to upload your document(s).
5. Go to the nearest WEPA™ kiosk and enter your Username/Password to list your files (or enter your "release code" that was displayed when your document(s) were uploaded)
6. Print your document(s).
7. If using a USB jump-drive, simply insert it in to the WEPA™ kiosk, select your document(s), select your method of payment and print them.
  1. Please note: College-owned computers in labs and classrooms will prompt you for your credentials when you print and then you can get your print job from the nearest kiosk on campus.