

## Print Shop Pro – Student Instructions

### **Registering For an Account:**

- [printservices.hope.edu](http://printservices.hope.edu)

OR

- KnowHope
  - o Campus Services
  - o Print Services

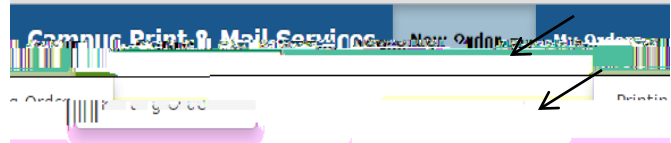
Log in using your 1Hope  
username and password  
(without the @hope.edu)

## Placing an Order:

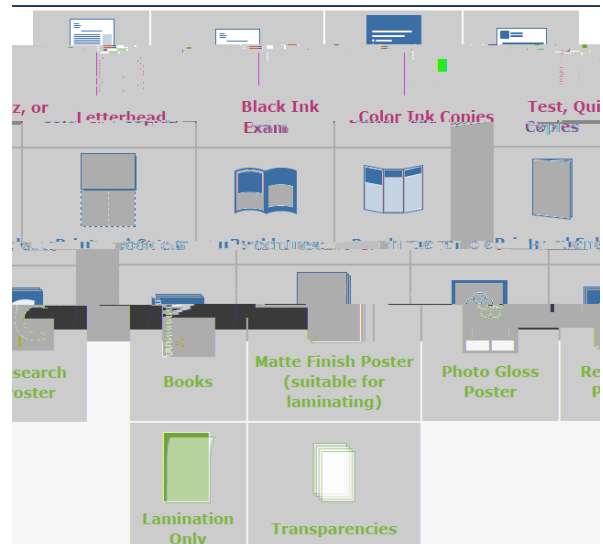
Log in using your 1Hope username and password (without the @hope.edu)



Select:  
New Order  
Printing Order



Select the Category that best describes your printing request.



Continue to fill out the questions specific to the type of order you are submitting.

A PDF proof will be presented to you when you upload your file. **Be sure to review the PDF as this is what your final product will look like!** Approving the proof is giving your OK to print.

