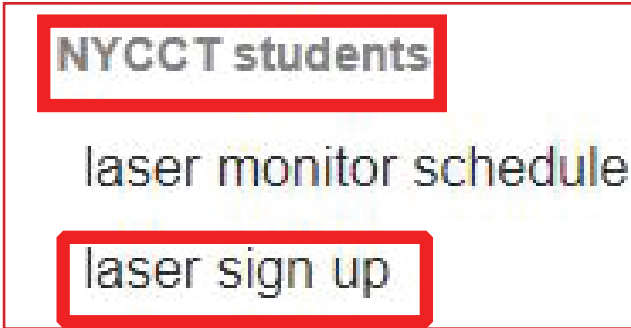




# NYCCTfab

## MIMAKI PAPER CUTTER

### Mimaki Paper Cutter Sign-up

1. Open a web browser and go to [www.NYCCTfab.com](http://www.NYCCTfab.com)
2. Select “**Laser Sign up**” under **NYCCT Students**  
(A new Window Tab will popup)A screenshot of a navigation menu with three items: 'NYCCT students' (highlighted with a red box), 'laser monitor schedule', and 'laser sign up' (highlighted with a red box).
3. On top right corner, click on **Sign In**
4. Click on **Create a new User Account**A blue rectangular button with the text 'Create a new user account' in white.
5. Fill out the form with your **Cuny CityTech email address**  
([first.last@mail.citytech.cuny.edu](mailto:first.last@mail.citytech.cuny.edu)),  
password of your choice and full name  
(No nicknames or screen names), then  
click **Create**A blue form with three input fields: 'Email \*', 'Password \*', and 'Full name \*'. Below the fields is the text 'Your email address is the login name' and a legend '\* Indicates required field'.
6. Check your **Cuny CityTech** email to confirm the account
7. Once completed, go back to **NYCCTfab > Laser Sign up > Sign In** and input your **Cuny CityTech email** and password you created.
8. Once you successfully logged in, you will be viewing the current week’s schedule/availability. The white boxes indicate available slots (The **Purple Column** is for the use of the **Mimaki Paper Cutter**)
9. Click on an available slot with a time frame that will work for you. Make sure you are on time and ready to cut or else you may lose your place.