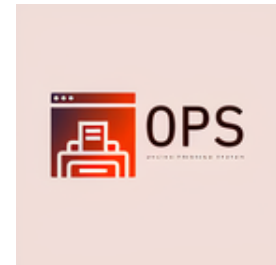# User Manual

1. Please create a user account if you want to use OPS.

2. Once created, you are good to go. (Please remember your **username** and **password**)

3. Login into OPS.

4. You will see user profile page and some information about your printing there.

5. You can edit your profile if you want to.

6. You can chat using the chat application on your profile to ask about **OPS**.

7. Not going to print anymore. Delete account is also provided.

8. Your printing process starts when you attach your wanted files into attach file section with required information.

9. Then you have to pay using PayPal. Once payment is completed, printing shop will be notified.

10. Printing starts, and you can collect your printed documents or request for delivery. (Included during attach file)

11. If in any case, you forgot your username or password. Kindly do contact us throw our email (**opsmain@gmail.com**)