Create a Class called 'Test' and add your PDF print device to the class. The  
description and location can be your choice. When complete take a snapshot of the  
completed class



CUPS will recognize printers attached to the system. At a minimum your PDF should be  
present. Click on the PDF link. You should receive a new page. Record your screenshot in  
the document.

A screenshot of a computer screen

Description automatically generated\

2. Your PDF should have a queued job still present. Click the 'cancel job' button to  
flush the job. Record your screenshot in the document.

A screenshot of a computer

Description automatically generated

3. This screen as a default shows all current jobs in the queue for all printers. For a  
different view, click the 'Show Completed Jobs' and 'Show All Jobs'.

4. Record 'Show Completed Jobs' screenshot in the document

A screenshot of a computer

Description automatically generated