GENERAL LAUNDRY TIPS

• Do not slam washer and dryer doors. Slamming will damage the door sensors, which allow the machines to operate.
• Empty your pockets. Your items will be lost and will damage the equipment.
• Sort clothes by fabric type, color and degree of soiling.
• Always check tags and labels for special instruction and warnings before washing.
• Leave washer doors open when laundry is completed to allow air to circulate in the tub and reduce odor.
• You must report service concerns.

STEPS FOR WASHING

1. LOAD THE WASHTUB. Without over filling, loosely put dry clothes into the washtub. Clothes will not be able to spin or be cleaned thoroughly if the washtub is overfilled.
2. ADD DETERGENT. Use 1/4 of the recommended amount.
3. CHOOSE FABRIC TYPE to determine if the fabric is normal, permanent press or delicate.
4. SELECT THE WATER TEMPERATURE. As a general rule, wash whites in hot water, permanent press fabrics in warm water and colors in cold.
5. INSERT YOUR KU CARD face up with the arrow forward into the slot. Wait 5 seconds then remove the card to activate the machine.
6. PRESS THE FLASHING START BUTTON TO BEGIN WASHING. The door will lock and cannot be opened until the wash cycle finishes.

STEPS FOR DRYING

1. CLEAN THE LINT FILTER of the dryer to improve drying. Place clothes into the dryer.
2. ADD DRYER SHEETS to help reduce static cling and add softness to fabrics.
4. INSERT YOUR KU CARD face up with the arrow forward into the slot. Wait 5 seconds then remove the card to activate the machine.
5. PRESS THE START BUTTON TO BEGIN. You can open the door to check your laundry at any time during the dry cycle. Be sure to press the start button after closing the door to continue the cycle.

LAUNDRY EQUIPMENT PROBLEMS?

Call 1-800-762-3452 or go online to www.asicampuslaundry.com and click “Service Request”
LaundryAlert™

SIGN UP TO RECEIVE LAUNDRYALERT NOTIFICATIONS VIA TEXT MESSAGE!

On the LaundryAlert™ web site, in the e-mail notification box, enter your cell phone number followed by your mobile carrier’s string for SMS text messages. For example, if your carrier is AT&T and your phone number is (123) 456-7890 you would enter 1234567890@txt.att.net. Other (SMS) strings can be found by either contacting your cell phone company or looking it up on Google, MSN, etc.

A link is provided in Laundryalert FAQ section to easily find the user’s cell provider’s SMS address.

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GO TO: WWW.LAUNDRYALERT.COM AND ENTER THE CODE: JAYHAWK

See which machines are available or how much time is left on the machine(s) in-use. Receive an e-mail notification or text alert when your laundry is done or when machines become available.

SCAN WITH YOUR SMART PHONE TO BE TAKEN DIRECTLY TO LAUNDRYALERT.