# Wireless Printing Instructions for All Mobile Devices

\$.10 per page for *Black and White*, \$.50 per page for *Color*..

## Method 1: Download the PrinterOn app

To print from your smartphone or tablet, PrinterOn has an app available for download.

- Download the PrinterOn<u>iOS</u> app
- Download the PrinterOn Android app

### **Method 2: Upload to Web Portal**

- 1. Go to https://www.printeron.net/acfp/lib
- 2. Select Black and White or Color
- 3. Enter your email address
- 4. Click Browse and locate file.
- 5. Click the next arrow.
- 6. Enter the number of copies and which pages you want printed and click the next arrow again.
- 7. Click the green printer icon to send your print job.

#### **Method 3: Forward from Email**

Using this method will print 2 separate documents: 1 for attachments and 1 for the body of the email. Login to your email account and send/forward an email with the document to be printed as an attachment to one of the following addresses:

For *Black and White* 300922587073@printspots.com or acfp-lib-bw@printspots.com For *Color* 300999038922@printspots.com or acfp-lib-cl@printspots.com

This will send your print job to the printer.

#### **Pick up Your Print Job**

Call (609) 345-6115 and schedule a time to retrieve your print job using curbside pickup service or pickup at the Library's Help Desk during open hours.

\*Please preview any job before you print it. The Atlantic City Free Public Library is not responsible for printing errors related to the configuration of the patron's own equipment and/or software.