

# Wireless Printing Instructions

1. Patrons will need to open a browser on their device they wish to print from and type in the provided URL. Please provide patrons with this URL 172.20.150.249



2. Patrons will see this screen of instructions and policy. Check I AGREE button to continue.

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**Wireless Printing**

Icons representing various file formats: .TXT, .PDF, .XPS, .XLS, .DOC, BMP, .PPT, .JPG, HTML.

**Compatible File Types**

Application	Extensions
Excel	.XLSX   .XLS
PowerPoint	.PPTX   .PPT
Publisher	.PUB
Picture Images	.BMP   .JPG   .JPEG   .GIF   .PNG   .WMF   .EMF   .ICO   .CUR
Internet Web Pages	.MHT   .MHTML   .HTML   .HTM   .ASP   .ASPX   .XML
Adobe Reader	.PDF
XPS	.XPS

Select a **Printer**

Click **Browse** and locate the file to print on your device

Click **Upload** remember your **Print Job ID**  
you will need it to retrieve your print jobs

Click **Print**

Check the charges and if correct click **Confirm**

*(The entire document will be printed,  
printing a selected range of pages is not currently supported)*

Your document is now ready at the **Print Release Station**

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**Your Acceptance of Our Policies**

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Your acceptance of our policies is required to use our wireless print services.  
If you agree to our policies, click the "I AGREE" button, otherwise click the "CANCEL" button.

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3. Next Screen choose a Printer  
Black and White or **Color** (Black and White 10 cents **Color 25 cents**)

### 1) Select a printer:

- Black and White  
 Color

4. Choose File button and browse to find file to print.

### 2) Select a file to print:

no file selected

Once file is selected file name  
will replace No file chosen.

5. Click Upload file. A Print Job ID will display once file is uploaded.

### 3) Click button to print:



6. Click on **Click here to print your file.** (It is Red Text)

Your Print Job ID is: **WIFI7294**



**Click here to print your file.**

File Size: 249,951 bytes

Content type: image/png

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7. Next screen. Patron will click CONFIRM to finishing printing or CANCEL to delete job.

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Wireless Printing



To print your document you must agree to  
the price:

The total price to be paid to print this  
1 page(s) document is **\$0.25**.



CONFIRM

CANCEL

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8. Patron will see screen below. Patron can now go to Print Release station in the Lab and type in Job ID instead of library barcode. Patron will follow normal steps to print file.

**They must have print Job ID to retrieve print job.**

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**Your Print Job is Ready!**

Please pickup your printout at the **Release  
Station.**

Your Print Job ID is: **WIFI7294**

[Click here to start over](#)

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