

Mobile Printing Now Available

With our new MobilePrint Service™, you can use your personal computer or mobile device to print to the library's printers from anywhere. Simply submit documents for printing and come to the library to release and pick up your document. Black & White prints are \$0.15 each; color prints are \$0.25 each.

How to print from a laptop or desktop computer at home or work:

- Begin by visiting <https://www.printeron.net/adrian/library>.
- Select the printer (Black & White or Color) and enter your email address.
- Browse your computer to find and select the file you wish to print.
- Click the green print icon [or forward button, depending on how system is configured]. You will see the status of your print job and a reference number.
- Visit the Library's Circulation Desk and ask a staff member to release your print job.



Print from your laptop or desktop computer

Your print job will be printed!

How to print from tablet or smartphone app:

- Visit your device's 'store' for apps, install and launch the PrinterOn App.
- Click "No printer selected".
- Click "Search". Search for "Adrian District Library."
- Choose either "Black and White" or "Color."
- To print:
 - Documents: when viewing the document, click in the upper right corner and upload the document to the PrinterOn App.
 - Photos from your phone: open the app, click on "photo" and select a photo to print.
 - Select the printer and click the print icon.
 - Enter an email address and click on the check mark (you will receive a notice that the job started, and shortly after another message stating "Job Success").
 - Visit the library's Circulation Desk and ask a staff member to release your print job.



Print from your tablet or smartphone app

Your print job will be printed!

How to use email to send something directly to library print system:

- Email from any device directly to the library's print system at adrian-library-bw@printspots.com (for black & white prints) OR adrian-library-color@printspots.com for color prints.
- Make sure there is text in the subject line of the email; otherwise the message may be blocked by the library's firewall.
- Visit the Library's Circulation Desk and ask a staff member to release your print job.



Email from any device to library print system

Your print job will be printed!