

CHILI PUBLIC LIBRARY

Mobile Printing Now Available

With our new MobilePrint Service™, you can use your personal computer or mobile device to print to the library's printer from anywhere. Simply submit documents for printing and come to the library to release and pick up your documents. Black and white prints are 20 cents per page, color prints are \$1.00 per page. All print jobs will be deleted after 72 hours.

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

- Begin by visiting www.printeron.net/cpl/chiliavenue.
- Select the printer (Black and White Printer or Color Printer) and enter your email address.
- Browse your computer to find and select the file you wish to print.
- Click the green print icon (you will see the status of your print job and a reference number).
- To retrieve your print job go to the Chili Public Library Checkout Desk.
- Tell the Checkout Desk the email address you supplied for 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 'Chili'.
- Find [Chili Public Library] and click [Chili Public Library Black and White Printer or Chili Public Library Color Printer] and save.
- 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").
- To retrieve your print job go to the Chili Public Library Checkout Desk.
- Tell the Checkout Desk the email address you supplied for 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 cpl-chiliavenue-bw@printspots.com for black and white prints or cpl-chiliavenue-color@printspots.com for color prints.
- To retrieve your print job go to the Chili Public Library Checkout Desk.
- Tell the Checkout Desk the email address you supplied for your print job.



Email from any device to library print system

Your print job will be printed!