

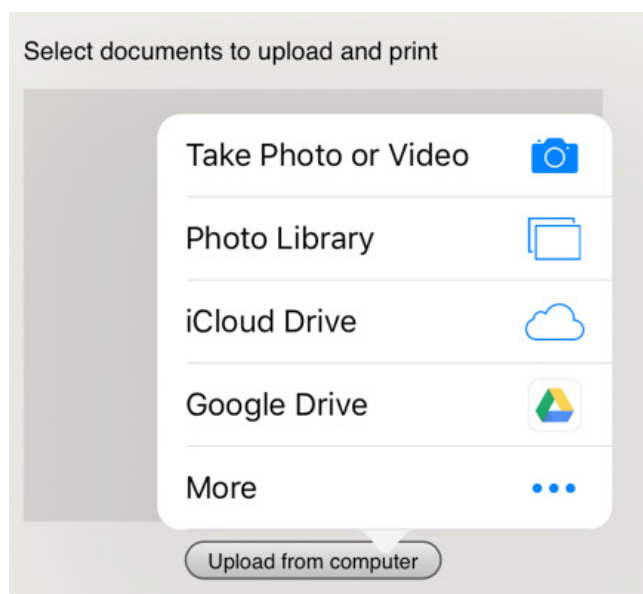
Printing from Library WiFi

Printing from library wifi is now available at Eastern Regional Libraries. Microsoft Office, PDF documents or image files can be sent to the library PaperCut print system via library Wi-Fi.

Just follow these simple steps:

1. Open yourlibrary.com.au/print
2. Login with username **wifi** and password **wifi**
3. Click on **Submit a Job**
4. Select the printer for the library branch you wish to print at.
5. Click on the **Upload Documents** button, then **Choose Files** button to upload Microsoft Office, PDF documents or image files. *Note: all print jobs from Wi-Fi appear in the print queue as user "wifi". So it is advised to give your document a recognisable name before uploading.*
6. After the document has been selected click on the **Upload and Complete** button.
7. The document status will be displayed. When the status is **Held in a queue**, you may go to the photocopier.
8. Swipe your library card at the photocopier.
9. Your document will be listed in the print jobs with a username of "wifi".

Wi-Fi Printing from IOS (Ibads & Iphones)



Printing can be done via the WiFi print portal yourlibrary.com.au/print using Safari Web browser. Safari can upload photographs from Photos or files from cloud sharing apps such as iCloud Drive, Microsoft OneDrive, Google Drive or Dropbox.

Web pages can be printed by saving as PDF to cloud storage. The pdf file can then be uploaded to the Wi-Fi print portal via Safari.