

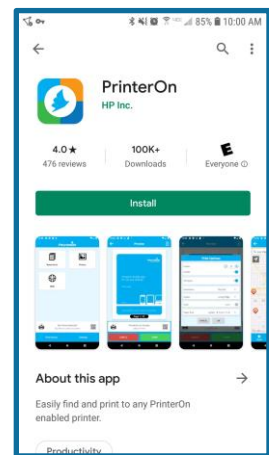
WIRELESS PRINTING AT THE MOLINE PUBLIC LIBRARY: PRINTERON APP



These instructions address how to print wirelessly at the Library using the PrinterOn app but the Moline Public Library also offers other options for patrons looking to take advantage of this service without downloading the app. You can learn about these additional options on our website (molinelibrary.com/181/Wireless-Printing).

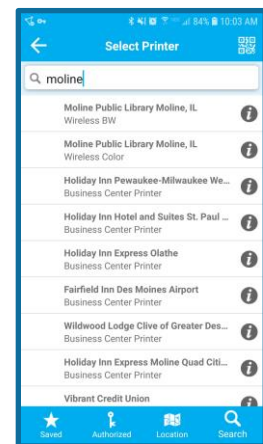
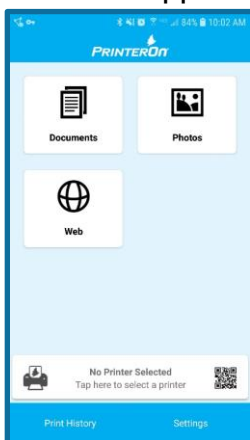
Step 1

Go to the app store on your device and search for *PrinterOn* - the app is available through both the Apple App Store and Google Play Store. Select the appropriate result (look for the PrinterOn icon above). Tap *Get* or *Install*. Once the app has finished installing, tap *Open*.



Step 2

Once the app has opened, you will see a bar at the bottom of the screen indication *No Printer Selected*. Tap on this bar to bring you to the *Select Printer* screen. Along the bottom of the screen, there are multiple options for finding available printers, but the fastest way to find the Library's printer is to tap on the search icon (magnifying glass) in the lower right hand corner. Enter "Moline" in the search bar. You will be looking for "Moline Public Library Moline, IL" - it should be at or near the top of your results. You should see two options, one for black and white printing (*Wireless BW*) and one for color (*Wireless Color*). Choose the option that works best for what you are printing and you will be taken back to the previous screen, but instead of *No Printer Selected* at the bottom, the bar should now reflect your chosen printer. If you ever need to change the printer, just tap the bar again and repeat the process to select a different printer.

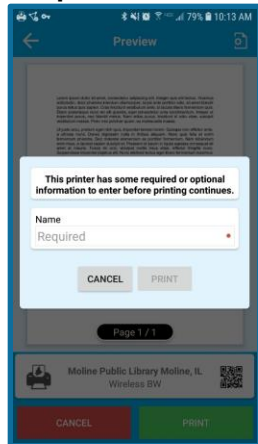


Step 3

Now that you have a printer selected, tap on one of the three options at the top of the page to find what you would like to print, the options are *Documents*, *Photos* or *Web*. Browse your device or the Internet to find what you need and select it. You will then be sent to a page that provides you a print preview (note: some file formats and websites may not be able to generate a print preview but this does not necessarily mean there will be an issue with printing). At the bottom of the screen, you will see a red *Cancel* button and green *Print* button. Tap the green button to proceed with the printing.



Step 4



Once you tap *Print*, the final step on the app will be to give the print job a name. The name you give it will be the same name you enter at the Library's printer station in order to bring up your print job. Once you have entered the name, tap *Print* one final time and your print job will be sent to the Library's printer. You can retrieve your print job at either the Children's (first floor) or Adult (second floor) printers. Once you have entered your name and confirmed your print jobs have gone through at the print station, then you will proceed with payment and printing as you normally would. As always, if you have any questions or encounter any issues during the process, feel free to stop by the second floor Information desk for help.