

# Mobile Printing @ SB Library

With our MobilePrint Service, you can use your computer or mobile device to print to the Library's printers from *anywhere*.

**Black and white pages are \$.10 a side and color are \$.20 a side.**

## Printing from a Personal Computer:

1. Go to <http://tinyurl.com/SBPLprint> or scan the QR code to the right.
2. Select the **printer** for your preferred document needs. The Duplex option is 2-sided printing. Enter your email address.
3. Select the document by browsing your computer for the file.
4. Select the **green print icon**. A new screen will appear with the status of your print job and a reference number.
5. **At the Library** Print Release station, select **Release a Print Job**. Enter your email address used to send the print job.
6. Select **Print** on the print release computer.
7. You can then pay with cash in the green box next to the printer or ask the librarian how to pay with card at the Circulation Desk.



## Printing with the PrinterOn App:

1. Download from your device's app store **PrinterOn**
2. Select **No Printer Selected**
3. Select **Search**. Type in *South Burlington Public Library* and select desired printer.
4. From the home screen, select documents, photos or web to choose the item you would like to print. Enter your email address.
5. **At the library** Print Release Station, select **Release a Print Job**. Enter your email address used to send the print job.
6. Select **Print** on the print release computer.
7. You can then pay with cash in the green box next to the printer or ask the librarian how to pay with card at the Circulation Desk.



## Printing from Email:

1. Email from any device directly to the Library print system. The printer will only print the body of the message, NOT attachments.
2. For black and white 1-sided pages: email [sbpl-library-bw@printspots.com](mailto:sbpl-library-bw@printspots.com)
3. For black and white 2-sided pages: email [sbpl-library-bw-duplex@printspots.com](mailto:sbpl-library-bw-duplex@printspots.com)
4. For color 1-sided pages: email [sbpl-library-color@printspots.com](mailto:sbpl-library-color@printspots.com)
5. For color 2-sided pages: email [sbpl-library-color-duplex@printspots.com](mailto:sbpl-library-color-duplex@printspots.com)
6. At the library Print Release Station, select **Release a Print Job**.
7. Enter your email address used to send the print job.
8. Select **Print** on the print release computer.
9. You can then pay with cash in the green box next to the printer or ask the librarian how to pay with card at the Circulation Desk.

