

Mobile Printing @ SB Library

With our Princh Mobile Printing 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://print.princh.com> or scan the QR code to the right.
2. Enter the 6 digit printer-ID **107116** to find the South Burlington Library printer.
3. Click the large blue button to upload a file or image (on mobile please save your documents to the Files App)
 - a. Select the **Blue Gear** next to your file to change print settings like color, number of copies, or single/double-sided
4. Once you've uploaded all documents needed, accept the Terms and Conditions and select the **green Continue button**.
5. Enter your email address and click the **green Done button**.
6. **At the Library** Print Release station, select **Release a Print Job**. Enter your email address used to send the print job.
7. Select **Print** on the print release computer.
8. 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 Princh App:

1. Download **Princh** from your device's app store
2. Go to the file or app that contains your document
 - a. Select the share button (looks like a box with an arrow pointing up) and choose the Princh app from your options
3. Enter the 6 digit printer-ID **107116** to find the South Burlington Library printer or scan the above QR code
4. Choose number of copies, color, and adjust single/double-sided options
5. Select **Print**
 - a. Accept the Terms and conditions and click **continue**
6. Select **Envisionware** and then enter your email address to submit the print job
7. **At the library** Print Release Station, select **Release a Print Job**. 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.

