Mobile Printing Now Available @ ORPL

With our new MobilePrint Service™, you can use your personal computer or mobile device to print to the library's printers from anywhere. Simply submit documents for printing and come to the library to pick up your document using your email address. During phase one of reopening, print jobs will be available through curbside or at the circulation desk.

Mobile prints cost $0.10 per page for Black and White or $0.40 per page for Color.

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

- Begin by visiting web portal.
- Select the 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.
- Within 1 week, come into the library during library hours.
- When you arrive, verify the email address you supplied and staff will deliver your print to you.

Print from your laptop or desktop computer

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". Find **Oak Ridge Public Library ORPL.**
- Save *BW Letter* and *Color* to your favorites.
- 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").
  - Within 1 week, come into the library during library hours.
  - When you arrive, verify the email address you supplied and staff will deliver your print to you.

Print from your tablet or smartphone app

How to use email to send something directly to library print system:

- Email from any device directly to the library's print system at either orplbw@printspots.com OR orplcolor@printspots.com.
- Within 1 week, come into the library during library hours.
- When you arrive, verify the email address you supplied and staff will deliver your print to you.

Email from any device to library print system