


Mobile Printing Now Available

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 within 24 hours of submission during regular business hours to print your document using your email address. Costs are \$0.20/page for black & white, \$0.50/page for color.

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

- Begin by visiting <http://www.printeron.net/fpl/fairhope>
- Select the printer (BW, Color, 2-sided) and enter your email address.
- Browse your computer to find and select the file you wish to print.
- Click the play button .
- Select page orientation, pages to print and number of copies.
- Click the play button again. Approve and send by clicking on the green print button. You will see the status of your print job and a reference number.
- At one of the Print Release Stations in the library, click on "Release a Print Job".
- Enter the email address you supplied and select your print job.



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". Search for **Fairhope Public Library** or enter the library's zip code (36532).
- Select your desired printer.
- 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").
 - At the Print Release Station in the library, click on "Release a Print Job".
 - Enter the email address you supplied and select your print job.



Print from your tablet or smartphone app

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

- Forward email and attachments from any device directly to the library's print system at:
 - fpl-fairhope-bw@printspots.com (black/white one-sided \$0.20)
 - fpl-fairhope-color@printspots.com (color one-sided \$0.50)
 - fpl-fairhope-bw2@printspots.com (black/white 2-sided \$0.40)
 - fpl-fairhope-color2@printspots.com (color 2-sided \$1.00)
- At the Print Release Station in the library, click on "Release a Print Job".
- Enter the email address you supplied and select your print job. The email message and each attachment will show up as separate print jobs. Print the ones you want.



Email from any device to library print system