



## Wireless Printing Options

### Print an Email Message or Attachment

Send files from your email on any device; each message and attachment will show up as a separate print job.

Forward the email to one of the following email addresses:

- Black and White 8.5" x 11": [main@printspots.com](mailto:main@printspots.com)
- Colour 8.5" x 11": [main.colour@printspots.com](mailto:main.colour@printspots.com)
- Black and White 8.5" x 14": [main.legal@printspots.com](mailto:main.legal@printspots.com)
- Colour 8.5" x 14": [main.legal.colour@printspots.com](mailto:main.legal.colour@printspots.com)

### Print from a Website

Send files to library's printer from home or from a laptop.

Note: Password-protected documents and pop-ups will not print this way.

- Open your browser and type:  
<http://www.printeron.com/gpl/norfolkstreet>
- Select Black and White or Colour from the options
- Enter your email address in the box
- Enter the website URL you want to print
- Click on the green Print button
- Once you see a message that says "Your request has been processed", your print job will be ready at the print station.

### Print from Mobile Device

Send files to our printer from your phone or tablet.

- On your device, install the PrinterOn app
- In the app, select the type of file you are printing (ie. documents, photos) and then select your file
- Tap Printers then tap Location and search for Guelph Public Library
- Tap the orange printer above Guelph on the map
- Tap the "2 printers found" box and select a printer (Black and White or Colour)
- Tap the checkmark in the top right and then tap Print.
- To confirm your print was successful, tap Print History.