Brown County Library

Print from Your Own Windows PC

Install the Printer

(complete once)

 Visit <u>www.browncountylibrary.org/print</u> and click on *Start the Process Now!* Click the green *Download* button.



2. Once downloaded, run the Mobility Print Printer Setup Program.

Setup - Mobility Print Printer	_	\times
Printer selection		p
Retrieving printer list		

3. Select one or both printers.

The BW printer is for black and white prints; Color is for color prints.

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PSPM1]			
IBPSPM1]			
< Back	Next >	G	ancel
	ows: PSPM1] IBPSPM1] < Back	ows: PSPM1] IBPSPM1] < Back Next >	ows: PSPM1] IBPSPM1] < Back Next > Cc

4. Enter your Library Card Number and PIN.

Your PIN is usually the last four digits of your phone number; ask library staff if you need help logging in.

Setup - Mobility Print Printer -		>
Your network login The login details provided by your organisation		F
Enter your username and the password below:		
Username:		
Library Card Number		
Password:		
PIN		
Iobility Print Printer by PaperCut		
< Back Next >		Cance
	_	

When You are Ready to Print

 Print as you normally would, selecting the library's Bring Your Own Device (BYOD) printer from the list.

🖶 Print			×
General			
Select F Or Pu Pu	rinter eNote for Windows 1 blic-Printer-BYOD-BV blic-Printer-BYOD-Co	10 V [BCV-WS-LIBPSPM1](M lor [BCV-WS-LIBPSPM1](send To One bility) Mobility)
<			>
Status:	Ready		Preferences
Comme	n. ent		Find Printer

- Go to the library's printer/photocopier.
 Scan your library card, type in your PIN, and press OK.
- 3. Press *Yes* to complete the log on process and access device features.
- 4. Select your print job and press *Print*. When finished, press the Log In/Out button on the control panel of the library printer/photocopier.

Notes: Your device must be connected to Brown County Library Wi-Fi to submit prints. Standard printing rates apply. Payment must be added to your print account balance prior to releasing your document at the printer. Prints that aren't released within 4 hours are deleted.