

# PrinterOn PRINT SIMPLY ANYWHERE Wireless Printing Guide

PrinterOn allows users to print from their mobile devices without the need of installing printers. Available for iOS and Android devices.

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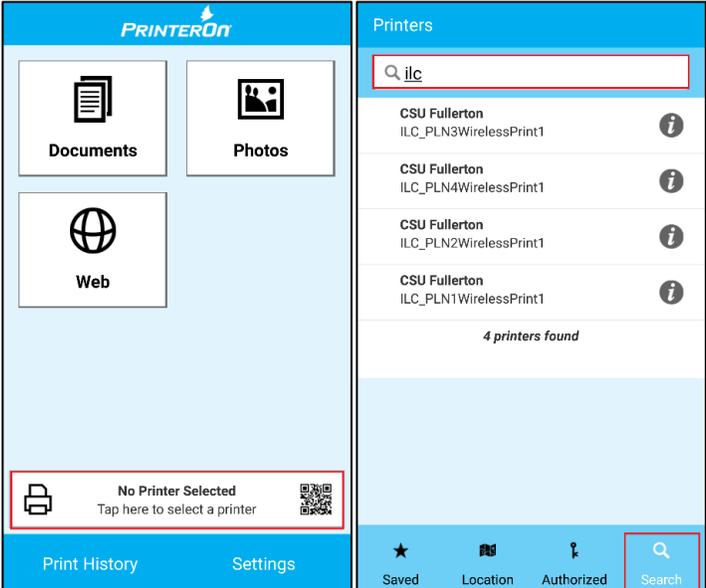
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## Part 1: Setting up PrinterOn for the first time

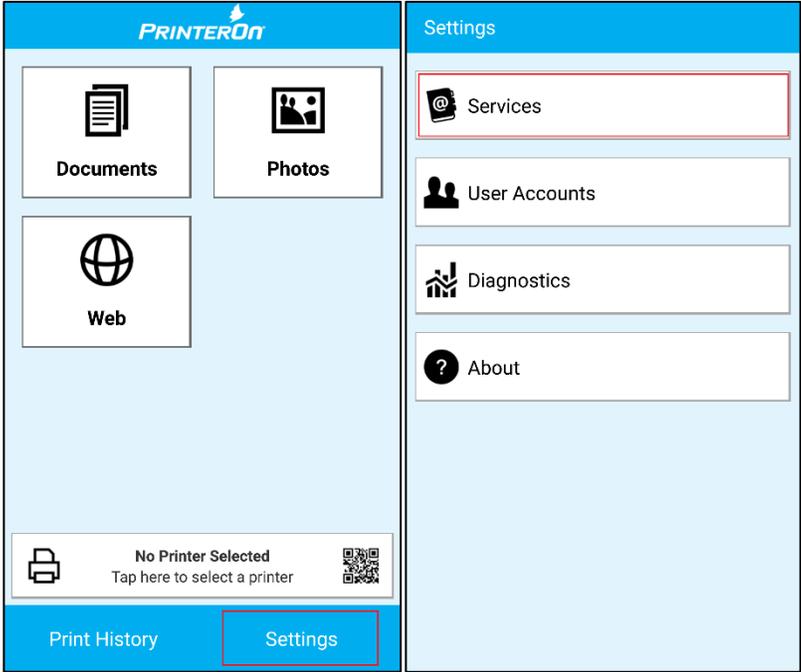
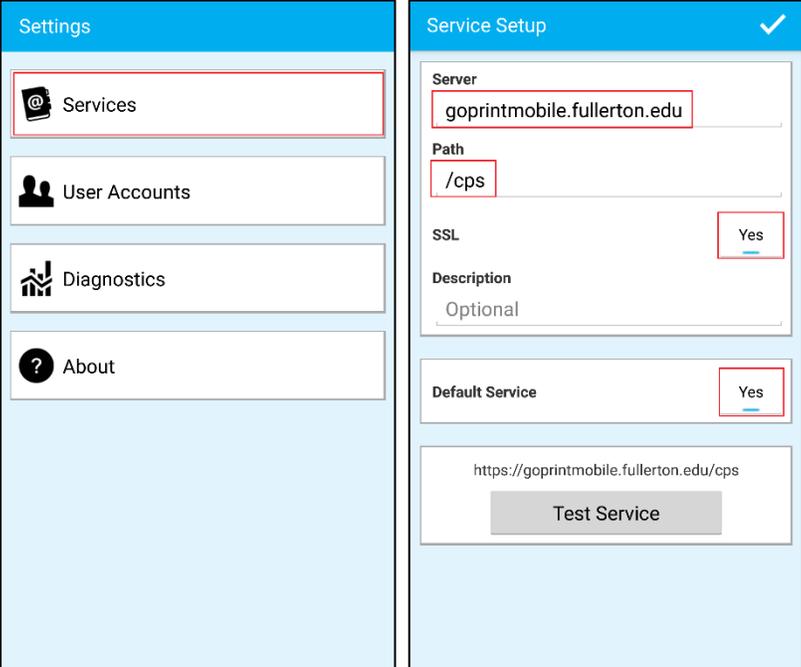
### 1 Download and Install PrinterOn App

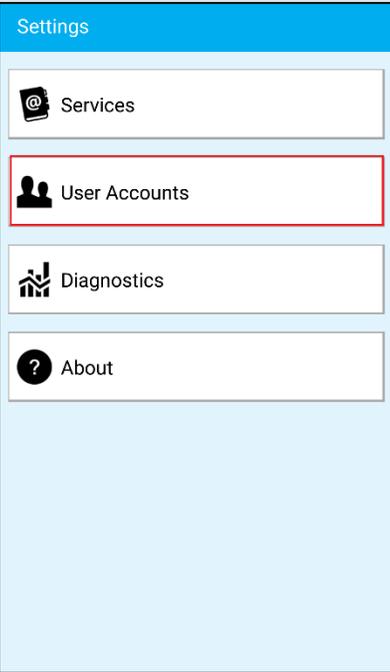
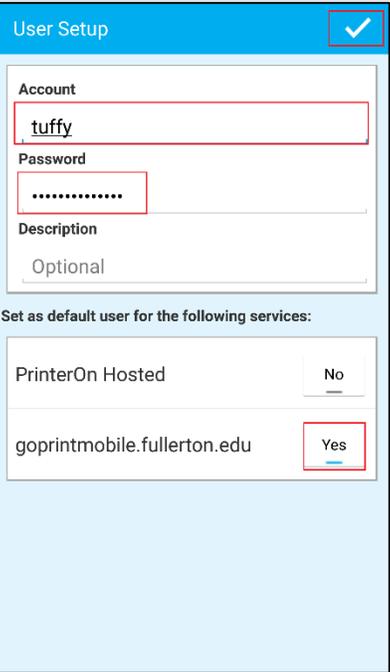
Steps	Images
<p><b>Step One</b></p> <p>Download and install the <b>PrinterOn</b> app from the App Store or Google Play.</p>	

### 2 Select the printer

<p><b>Step One</b></p> <p>Open the <b>PrinterOn</b> app and tap on <b>Tap here to select a printer</b> to select a printer.</p> <p>Then, tap on the <b>Search</b> button and search for <b>ILC</b>.</p> <p>Select the printer you are closest to.</p> <ul style="list-style-type: none"> <li>ILC_PLN1-WirelessPrint1 – 1<sup>st</sup> Floor North</li> <li>ILC_PLN2-WirelessPrint1 – 2<sup>nd</sup> Floor North</li> <li>ILC_PLN3-WirelessPrint1 – 3<sup>rd</sup> Floor North</li> <li>ILC_PLN4-WirelessPrint1 – 4<sup>th</sup> Floor North</li> </ul>	
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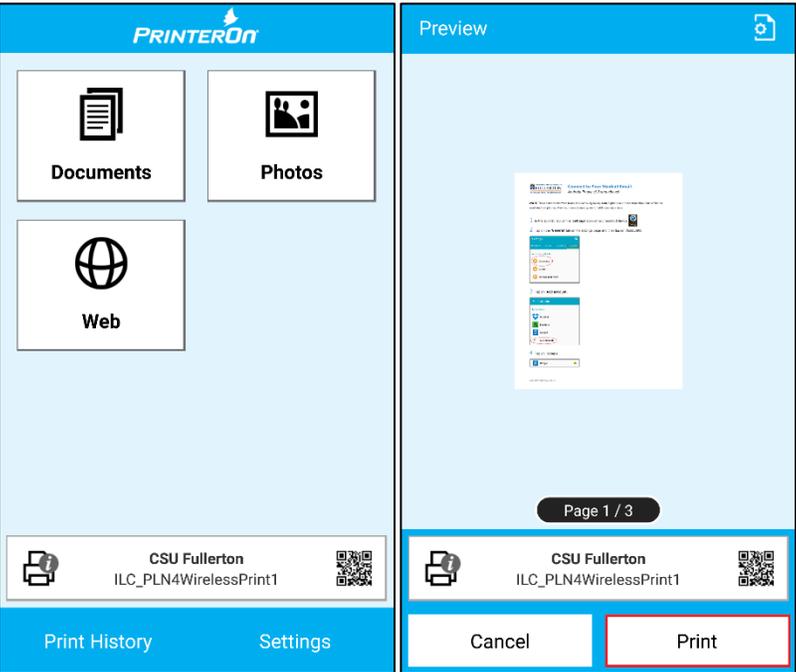
### 3 Add Printer and User Account Settings

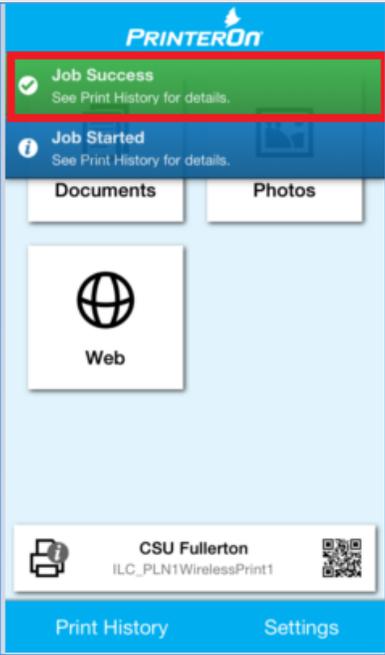
Steps	Images
<p><b>Step One</b></p> <p>Tap on <b>Settings</b> on the main page. Then, tap on <b>Services</b>.</p>  <p>This step only needs to be done the first time, unless you delete the settings or app.</p>	
<p><b>Step Two</b></p> <p>Tap on the + sign to add a new service. Input the following information for the service.</p> <p><b>Server:</b> goprintmobile.fullerton.edu  <b>Path:</b> /cps  <b>SSL:</b> Yes  <b>Default Service:</b> Yes</p>	

<p><b>Step Three</b></p> <p>Go back to the <b>Settings</b> page, tap on <b>User Account</b>, then tap on the + sign to add a new user account. Enter your CSUF portal username and password.</p> <p> Make sure to set the <b>goprintmobile.fullerton.edu service</b> to <b>Yes</b>.</p>		
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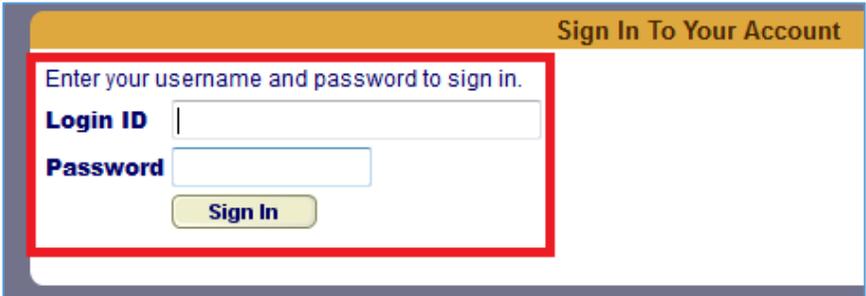
## Part 2: How to print your document

### 1 Upload your document

Steps	Images
<p><b>Step One</b></p> <p>On the main page, select the type of file you'd like to print.</p> <p>Once you have selected the file, click on <b>Print</b>.</p> <p> You can link the PrinterOn app with your student Google Drive and/or Dropbox account.</p>	

<p><b>Step Two</b></p> <p>Look for a <b>Job Success</b> notification in your notification window on your mobile device.</p>	
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## 2 Pay for and collect your document

Steps	Images
<p><b>Step One</b></p> <p>To pay for your document(s), go to <a href="https://goprint.fullerton.edu:7773">https://goprint.fullerton.edu:7773</a>.</p> <p>Login using your campus portal username and password and click <b>Sign In</b>.</p>	
<p><b>Step Two</b></p> <p>Your document(s) will now appear on the <b>Print Jobs</b> section.</p> <p>Select your document(s)</p> <p>Click on <b>Pay and Print</b>.</p> <p>Your TitanCard is automatically deducted and your document(s) will print out at the selected printer</p>	