



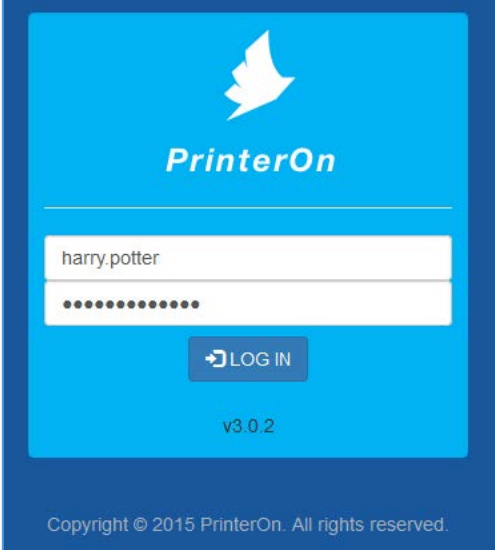
Wireless Printing Guide

PrinterOn allows users to print from their laptops without the need of installing printers.

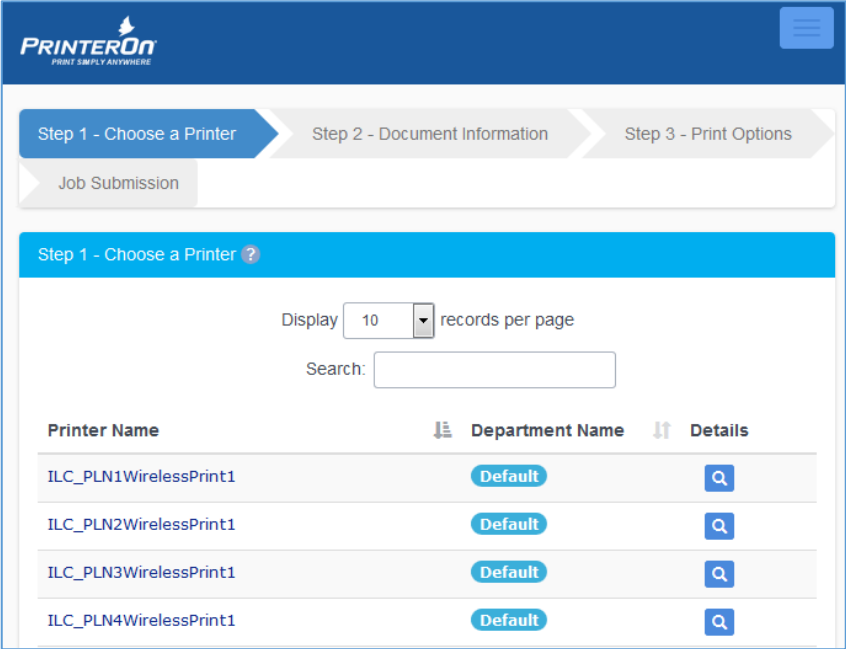
1. Login to PrinterOn with your Portal username and password
<https://goprintmobile.fullerton.edu/cps>
2. Select the printer you wish to print to document or image from your local computer
3. Select & upload the document or image from your local computer
4. Once complete, pay for your print job on GoPrint:
<https://print.fullerton.edu:7773>

NEED MORE DETAILS? KEEP READING!


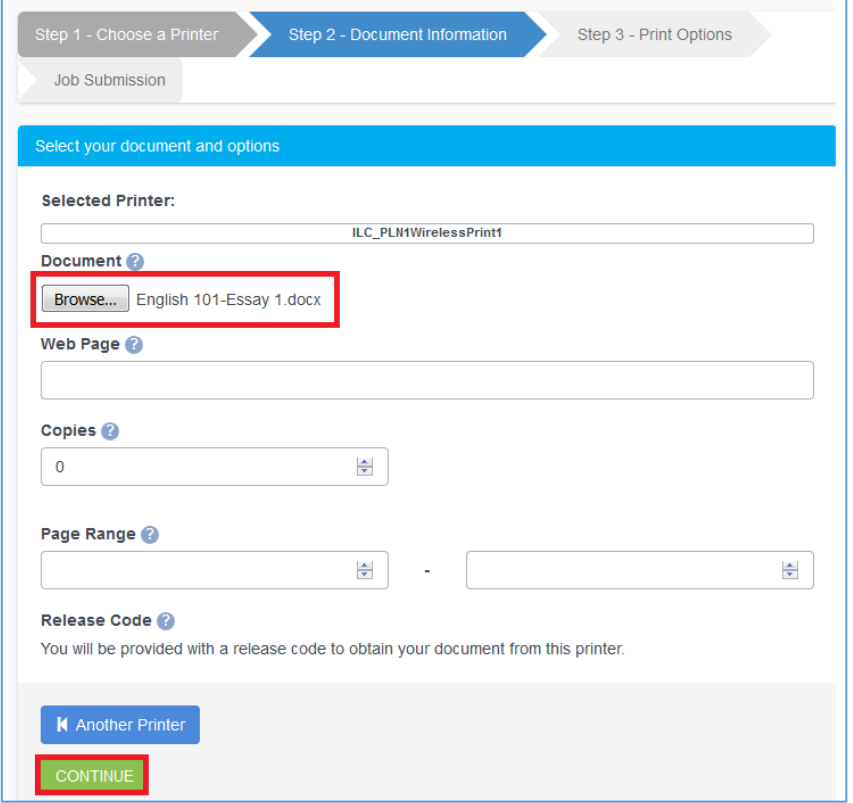

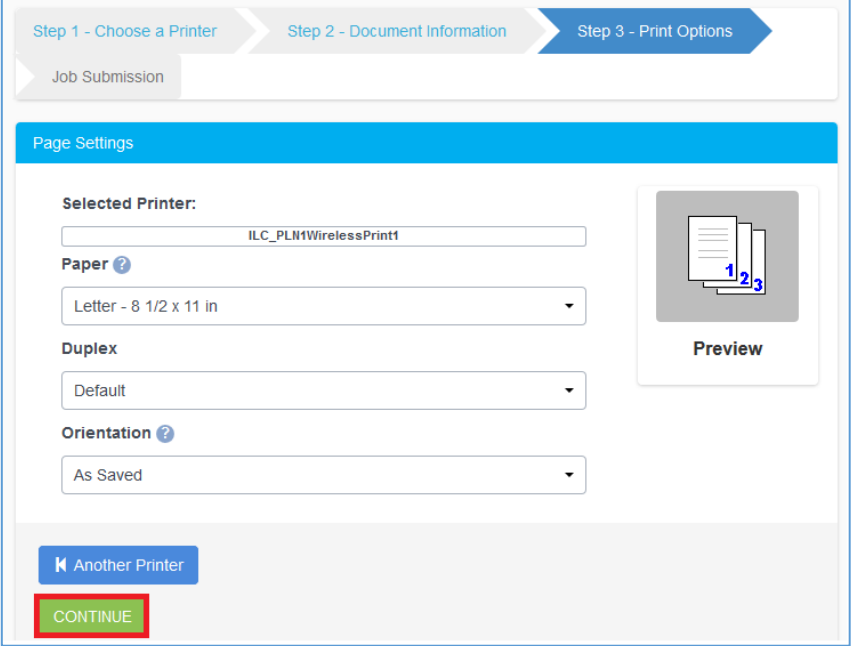
1 Login to PrinterOn


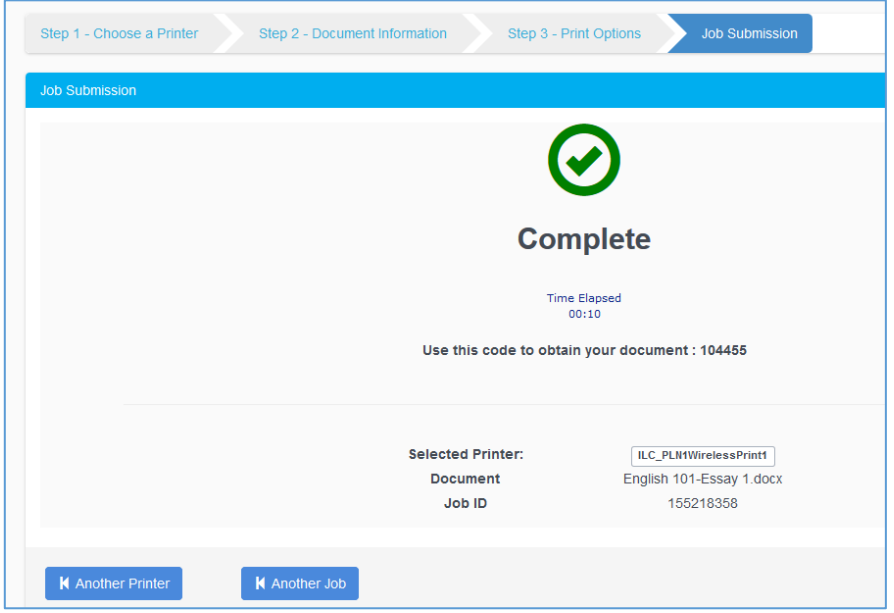
| Steps | Images |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| <p>Step One</p> <p>Go to https://goprintmobile.fullerton.edu/cps</p> <p>Enter your CSUF Portal username and password</p> |  |

2 Select the printer

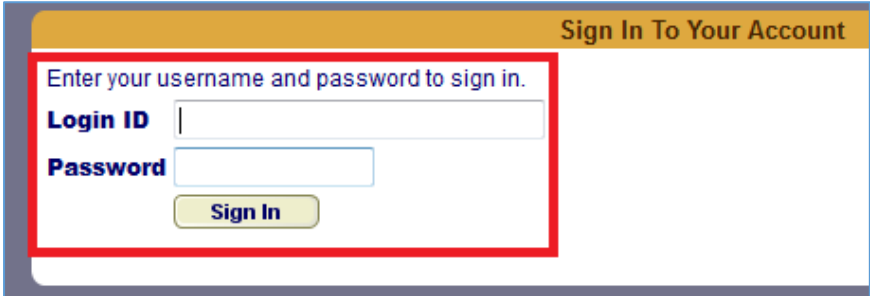

| Steps | Images |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <p>Step One</p> <p>Select the printer you are closest to.</p> <p>Pollak Library North</p> <ul style="list-style-type: none"> • ILC_PLN1-WirelessPrint1 – 1st Floor • ILC_wONCOLOR1 – 1st Floor • ILC_PLN2-WirelessPrint1 – 2nd Floor • ILC_PLN3-WirelessPrint1 – 3rd Floor • ILC_PLN4-WirelessPrint1 – 4th Floor <p>Pollak Library South</p> <ul style="list-style-type: none"> • ILC_wPLSBlackWhite – 1st Floor <p>Titan Student Union – Information Desk</p> <ul style="list-style-type: none"> • TSUInfoDesk_BlackWhite1 |  |

3 Select & upload your file

| Steps | Images |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Step One</p> <p>Locate the document or image you want to print from your computer.</p> <p>Once the document or image has been selected, click on the Continue button.</p>  <p>You can select the number of copies you wish to print as well as a page range if you only want to print select pages.</p> <p>You will not need a release code,</p> |  <p>Step 1 - Choose a Printer Step 2 - Document Information Step 3 - Print Options</p> <p>Job Submission</p> <p>Select your document and options</p> <p>Selected Printer: ILC_PLN1WirelessPrint1</p> <p>Document ? Browse... English 101-Essay 1.docx</p> <p>Web Page ?</p> <p>Copies ? 0</p> <p>Page Range ?</p> <p>Release Code ? You will be provided with a release code to obtain your document from this printer.</p> <p>Another Printer</p> <p>CONTINUE</p> |
| <p>Step Two</p> <p>Click Continue</p>  <p>Printers do not support legal sized paper or double sided printing</p> |  <p>Step 1 - Choose a Printer Step 2 - Document Information Step 3 - Print Options</p> <p>Job Submission</p> <p>Page Settings</p> <p>Selected Printer: ILC_PLN1WirelessPrint1</p> <p>Paper ? Letter - 8 1/2 x 11 in</p> <p>Duplex Default</p> <p>Orientation ? As Saved</p> <p>Another Printer</p> <p>CONTINUE</p> |

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| <p>Step Three</p> <p>Your document will be sent to the printer and you see the Complete screen.</p>  <p>You will have the option to upload additional files at this time.</p> |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|

4 Pay for and collect your document

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