

Wireless Printing Guide


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

Contents

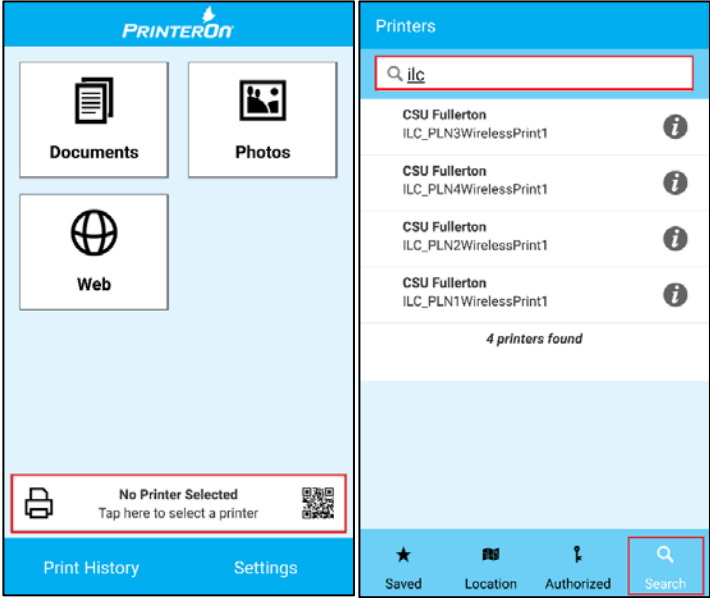
Part 1: Setting up PrinterOn for the first time 1
Part 2: How to print your document 3

Part 1: Setting up PrinterOn for the first time

1 Download and Install PrinterOn App


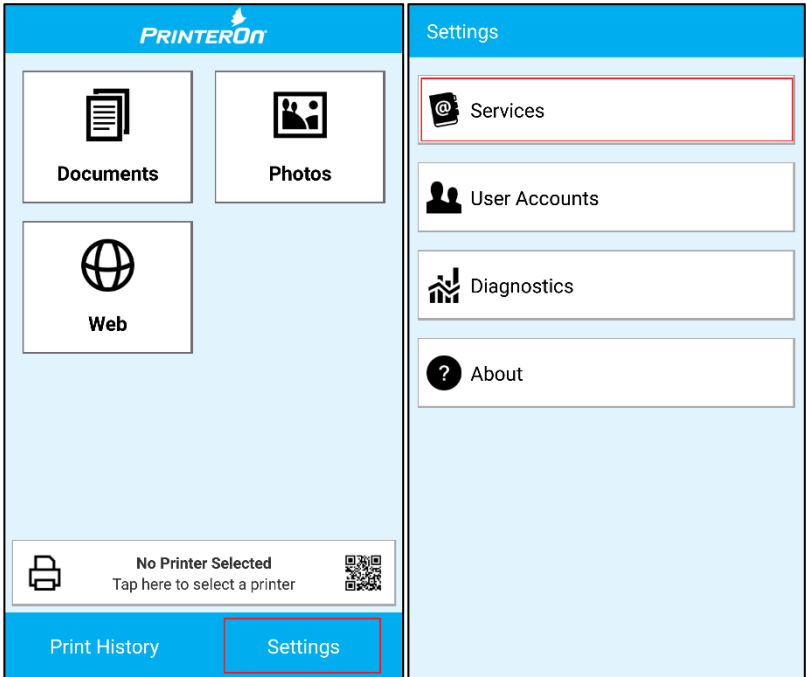
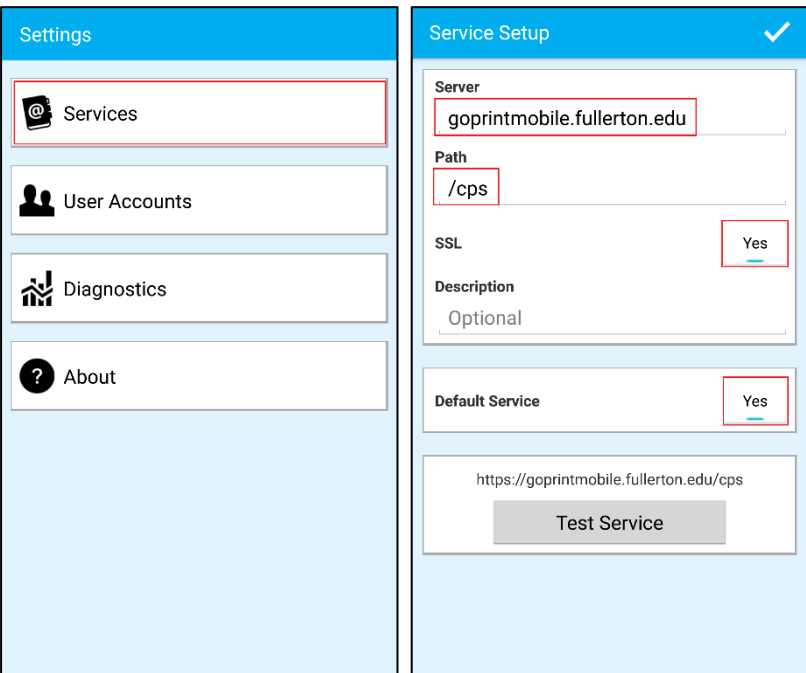
Steps	Images
<p>Step One Download and install the PrinterOn app from the App Store or Google Play.</p>	


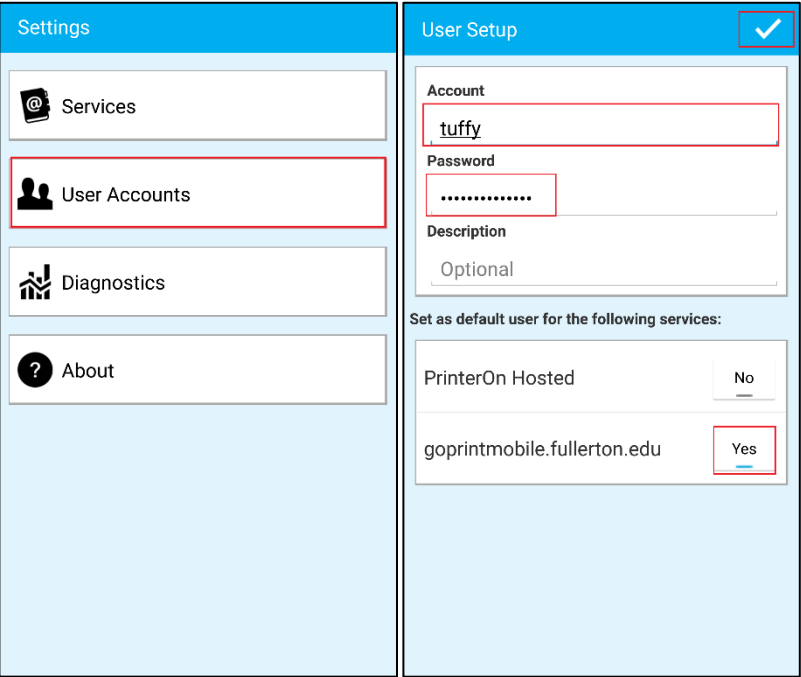
2 Select the printer

<p>Step One Open the PrinterOn app and tap on Tap here to select a printer to select a printer.</p> <p>Then, tap on the Search button and search for ILC.</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
- Pollak Library South**
- ILC_wPLSBlackWhite – 1st Floor


3 Add Printer and User Account Settings

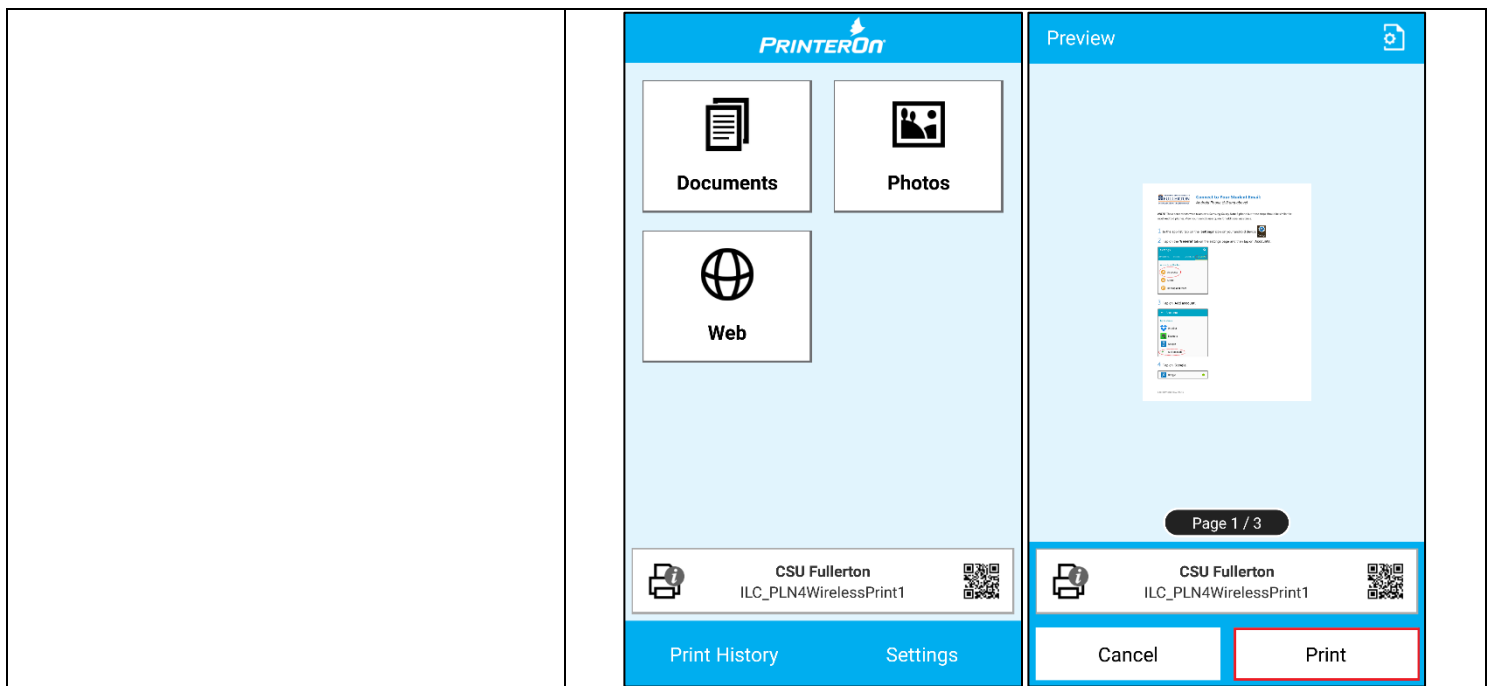
Steps	Images
<p>Step One</p> <p>Tap on Settings on the main page. Then, tap on Services.</p>  <p>This step only needs to be done the first time, unless you delete the settings or app.</p>	
<p>Step Two</p> <p>Tap on the + sign to add a new service. Input the following information for the service.</p>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

<p>Step Three</p> <p>Go back to the Settings page, tap on User Account, 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 goprintmobile.fullerton.edu service to Yes.</p>	

Part 2: How to print your document

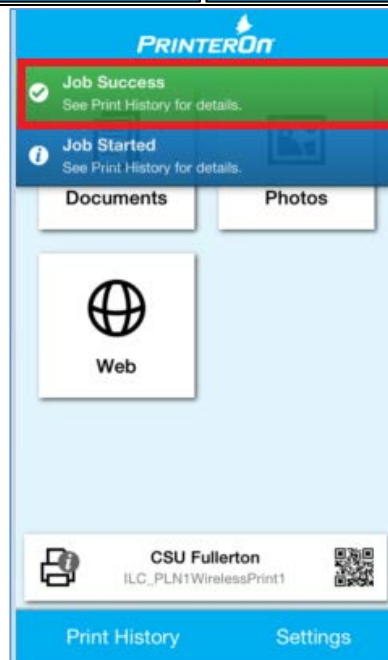
1 Upload your document

Steps	Images
<p>Step One</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 Print.</p> <p> You can link the PrinterOn app with your student Google Drive and/or Dropbox account.</p>	



Step Two

Look for a **Job Success** notification in your notification window on your mobile device.



2 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>	

Login using your campus portal username and password and click **Sign In**.



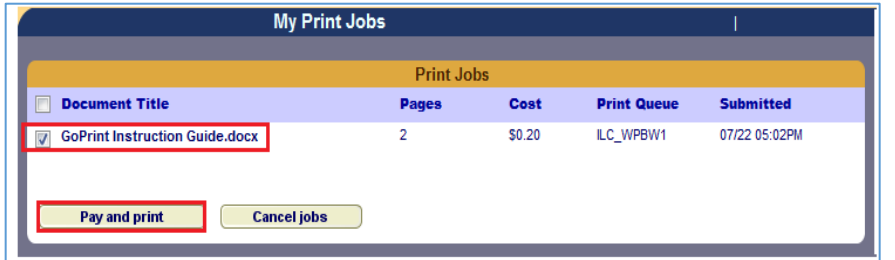
Step Two

Your document(s) will now appear on the **Print Jobs** section.

Select your document(s)

Click on **Pay and Print**.

Your TitanCard is automatically deducted and your document(s) will print out at the selected printer



Document Title	Pages	Cost	Print Queue	Submitted
GoPrint Instruction Guide.docx	2	\$0.20	ILC_WPBW1	07/22 05:02PM