# Wireless Printing @ Your Library!



#### Windows OS using the Internet Explorer 11 browser

## Connect to SCPL Wireless Network

In bottom right, click  $\mathbf{III}$  (Windows 7) or  $\mathbf{III}$  (Windows 10) > click LIBRARY > click **Connect**.

## Download Software and Install Print Client

- Double click Internet Explorer , type <u>http://spartanburglibraries.org</u> in the URL bar > click USING THE LIBRARY > click Computer Use > Wi-Fi Network and Wireless Printing.
- 2. Under Wireless Printing, click **Download Windows Software** > near bottom, click **Run**.
  - If you see, Windows protected your PC > click **More info** > **Run anyway** > **Yes**.
- 3. Follow prompts to install the software (this may take a few minutes).
- 4. The pop up Setup Virtual Printer... appears and then disappears.
- 5. When the printer is set up, a small window appears at the bottom right corner.

<ul> <li>Click Start Print Session.</li> </ul>		
6. Enter your library card number, PIN, and click <b>Wifi Print Zone</b> .		Start Print Session
7. Once WiFi Print Zone	Where would you like to Print?	Terminate Wireless Client
is highlighted blue,		
click <b>OK</b> .	OK Cancel v 3.0	へ 🖮 🕼 🧖 4:00 PM 12/1/2016 🖣

- 8. When you print, click Wireless Printer from Destination and then click Print.
- 9. Look for two notifications: one in bottom right (near time) that makes a sound and one in the center of your screen with a green check mark.
- 10. Files can then be printed at any Print Release Station across the SCPL system.

### Start Wireless Printing after Initial Download

- 1. Open **Start** (bottom left on task bar) 🚱 Windows 7; 📰 Windows 10.
- 2. From your programs list, click Wireless Library Print System > Wireless Print System.
- 3. Enter your library card number, PIN, and click **Wifi Print Zone** > click **OK**.
- 4. When you print, click Wireless Printer from Destination and then click Print.

#### Uninstall Wireless Printing Software

Open Start > click Wireless Library Print System > click Uninstall Wireless Library Print System.