



# Wireless Printing

*Send print jobs directly to the APL printer from your home computer, or any mobile device such as a tablet, laptop, or smartphone!*

Click the “**Wireless Printing Portal**” button below to print from your home or from inside the library.



## Instructions: Two Ways to Send Print Jobs to the APL Printer

### Option 1: Upload to Alpha Park Library Printer

1. Click the *Wireless Printing Portal* button (above) or go to <http://www.printeron.net/appld/alpha-park-library>
2. Select one of the two library printers to print to:
  - o Black and White
  - o Color
3. Enter your email address.
4. Select document:
  - o **If printing from a website:** copy and paste the website's url into the text box.
  - o **If printing a document from your computer:** click *Browse* and locate file.
5. Click the green print button. This will send your print job to the APL Print Release Computer, located in the center of the Library.

To send additional print jobs, click the back button.



**Back**

### Option 2: Send Print Job as an Email Attachment

Login to your email account and send/forward an email with the document to be printed as an attachment to either the Black & White printer or the Color printer.

- **Black and White** (.15 cents page) email: [apl-bw@printspots.com](mailto:apl-bw@printspots.com)
- **Color** (.30 cents page) email: [apcolor@printspots.com](mailto:apcolor@printspots.com)

Email message and any attachments will be printed. This will send your print job to the APL Print Release Computer, located in the center of the Library.

## Release Your Print at the APL Print Release Computer

1. At the Print Release Computer, click **Release a Print Job** and enter your email address.
2. Select the print job(s) you wish to print.
3. Deposit your money in the coin op next to the Release Station
  - o 15 cents per page for Black & White prints
  - o 30 cents per page for Color prints
  - o Coin op accepts \$1 and \$5 bills, quarters, dimes, and nickels. No pennies please!
4. Click the PRINT button on the top Left.
5. The job(s) will then be released to the printer.
  - o Color prints will print out at the Checkout Desk.
  - o Black & White printer is beside the Print Release Computer.

 [Download Copy of Above Instructions](#)

**QUESTIONS? Contact the Information Desk:**  
Alpha Park Public Library, 3524 S. Airport Rd., Bartonville, IL 61607  
(309) 697-3822 ext.13 or [alpha@alphapark.org](mailto:alpha@alphapark.org)