How to print wirelessly from Apple mobile devices

Plainfield-Guilford Township Public Library

Printing in **black & white** is 10 cents a page; printing in **color** is 25 cents a page. The library's payment kiosk accepts coins, $1 or $5 bills, and Visa/Mastercard.

You have **24 hours** to print out your files before they are deleted from the library's server.

Install the Public Print Locations app:

Go to the Apple app store and search for "eprintit". From the search results, select "Public Print Locations" and download & install it.

After you have selected what to print:

1) From the list of print providers, tap on "TBS", then tap on "Plainfield-Guilford Township Public Library".

2) Choose the details of your print job (black & white/color, etc.) then under User Info, enter either your first name or your library card number. Use this info at the payment kiosk.

Types of files you can print:

- PDFs

- Microsoft Office (Word, Excel, PowerPoint and Publisher)

- Open Office (Open Document Text, Open Document Spreadsheets and Open Document Presentations)

- Photos (JPG, PNG, TIFF, BMP and GIF)

- Webpages (as long as you're not logged into an account)

For E-mails:

1) In your device's mail app, open the e-mail message and forward it (including any file attachments) to one of the library's printers:

Black & White printer: tbs-pgtpl-bw@eprintitservice.com

Color printer: tbs-pgtpl-color@eprintitservice.com

2) You will receive an e-mail from the Eprintit service telling you what your user info is, to use at the library's payment kiosk.

For Webpages:

1) In your device's Safari browser, open the website. Tap the "Share" button (the box with the up arrow), then tap "Options." Where it says "Send As," tap "PDF". Tap the "Back" button and then tap "Save to Files." Choose the location on your device where you want to save your file.

2) Open the Public Print Locations app and tap the "Files" option. Navigate to the PDF file you just downloaded and select it.