

Wireless Printing at the Sandpoint Library

Print from your computer

1. Go to our printing site.
2. Select either printer option.
3. Enter your Library Card Number or Name - remember this info for picking up your prints.
4. Browse your computer to select the file or paste a URL into the box.
5. Click the grey arrow to continue.
6. Fill in your preferences and click the grey arrow to continue.
7. Approve the print by clicking on the green print icon.
8. Within 24 hours, come to the Sandpoint Library to retrieve your print job via the print stations located on the 1st and 2nd floors.

Print from a mobile device using the app

1. Download and open the PrinterOn app from your app store.
2. Tap on "No Printer Selected"
3. Tap "Search." Search for 83864.
4. Tap the printer over Sandpoint & tap "2 printers found."
5. Select either East Bonner County Library printer.
6. Tap the star to save the printer and then tap the checkmark to use the selected printer.

To print a document or photo:

1. Tap the "Documents" or "Photos" icon.
2. Find and select the one you want to print.
3. Tap the settings icon in the upper right corner.
4. Adjust print settings such as color, size and number copies and tap OK.
5. Tap the green PRINT button at the bottom of the screen.
6. Enter your Library Card Number or Name - remember this info for picking up your prints.
7. Before the library closes, come to the Sandpoint Library to retrieve your print job via the print stations located on the 1st and 2nd floors.

To print a web page:

1. Tap the "Web" icon
2. Type or paste in the desired URL.
3. Tap the printer in the upper right corner.
4. Tap the settings icon in the upper right corner.
5. Adjust print settings such as color, size and number copies and tap OK.
6. Tap the green PRINT button at the bottom of the screen.
7. Enter your Library Card Number or Name - remember this info for picking up your prints.
8. Before the library closes, come to the Sandpoint Library to retrieve your print job via the print stations located on the 1st and 2nd floors.