PrinterOn Wireless Printing Instructions

PrinterOn is a new method which you can print wirelessly.

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1. **Overview**

1.1. PrinterOn provides a remote printing solution for our College campuses. It allows printing from off network devices to printers located on campus. Whether it is a laptop, desktop or smartphone, printing is easy and secure using our website. It is easy as selecting a printer on campus, choosing your document, purchase the print job and release it to the printer.

2. **Wireless Printing Instructions**

2.1. Prerequisite: if this is the 1\textsuperscript{st} time you are using wireless printing, please initialize your account by logging in with your computer network account at https://payforprint.cccd.edu:7773.
2.1.9. Once you’ve signed in, you can logout and close the tab.

2.2. Sign in to https://wirelessprint.cccd.edu/cps/Login.

2.2.9. Enter your login information for your computer.

2.3. Choose the College from which you are trying to print from.

2.4. Click on Printer Name you want to print from.
2.5. Choose the document that you want to print. You may also enter a webpage URL.

2.6. Enter the number of copies you want to print. Enter page range (If applicable).

2.7. Click Continue.

2.8. The confirmation page should show.
2.9. Based on the campus you selected please follow the instructions.

**GWC**

2.10. Find the printer you selected earlier and pay for your print job at the computer station.

**OCC/Coastline**

2.9. Sign in to [https://payforprint.cccd.edu:7773](https://payforprint.cccd.edu:7773)

2.10. Select job which you just printed via PrinterOn – “Pay and print”.

2.11. The Job will now be released to printer selected.