

Mobile Printing Now Available

With our new MobilePrint Service™, you can use your personal computer or mobile device to print to the library's printers from anywhere. Simply submit documents for printing and come to the library to release and pick up your document using your library card.

How to print from a laptop or desktop computer at home or work:

- Begin by visiting <https://www.printeron.net/cnsf/lib>.
- Select the printer and enter your email address.
- Browse your computer to find and select the file you wish to print.
- Click the grey forward arrow icon. You will see the status of your print job and a reference number.
- Select # of copies, "All Pages", or specific pages you want printed. Click the grey forward arrow icon.
- Next, the screen will show you the cost and # of pages. Click the green printer icon.
- A screen will then show your Job Reference ID and print status. *The Job Reference ID is NOT necessary for releasing your print.*
- At the Print Release Station in the library, select "Release a Print Job".
- Enter the email address you supplied and select your print job.



Print from your laptop or desktop computer

Your print job will be printed!

How to print from tablet or smartphone app:



- Visit your device's 'store' for apps, install and launch the PrinterOn App.
- Click "No printer selected".
- Click "Search". Search for Cutchogue with magnifying glass icon.
- Find Cutchogue New Suffolk Free Library and click Black & White OR Color and save.
- To print:
 - Documents: when viewing the document, click in the upper right corner and upload the document to the PrinterOn App.
 - Photos from your phone: open the app, click on "photo" and select a photo to print.
 - Select the printer and click the print icon.
 - Enter an email address and click on the check mark (you will receive a notice that the job started, and shortly after another message stating "Job Success").
 - At the Print Release Station in the library, select "Release a Print Job".
 - Enter the email address you supplied and select your print job.



Print from your tablet or smartphone app

Your print job will be printed!