



WOLLONDILLY LIBRARY

Wireless Printing

Print at Wollondilly Library wirelessly from anywhere on any internet enabled computer or mobile device.

To send your printing via E-mail compose a new message and send to libraryprint@wollondilly.nsw.gov.au - If there are attachments on the email, the attachment/s will be processed. If no attachment is included the body of the email will be processed for printing. Once processing is complete an E-mail will be sent to you confirming your job is ready.

Alternatively, you can scan the following QR code on your devices or use your web browser to visit:

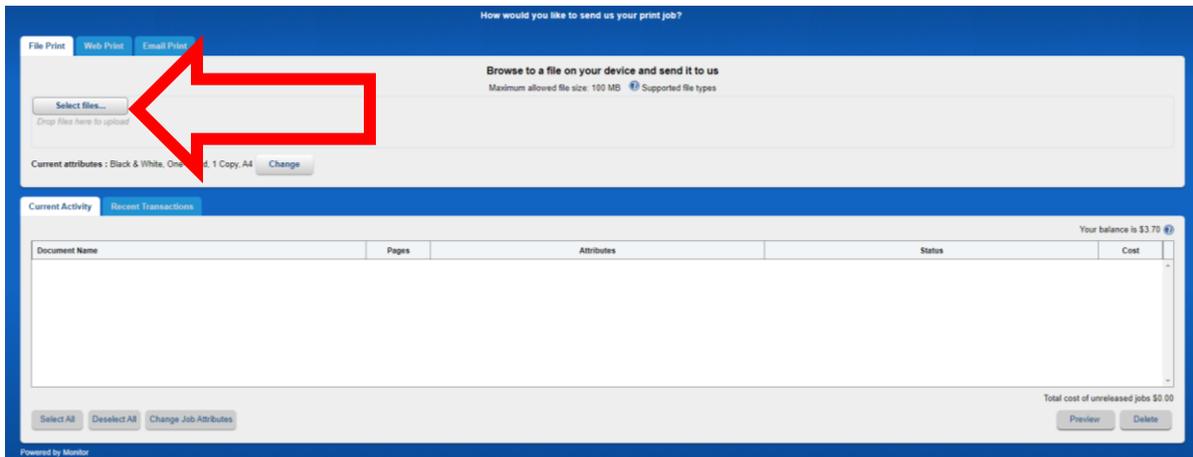


mylibrary.wollondilly.nsw.gov.au/webprint

The following screen will appear:

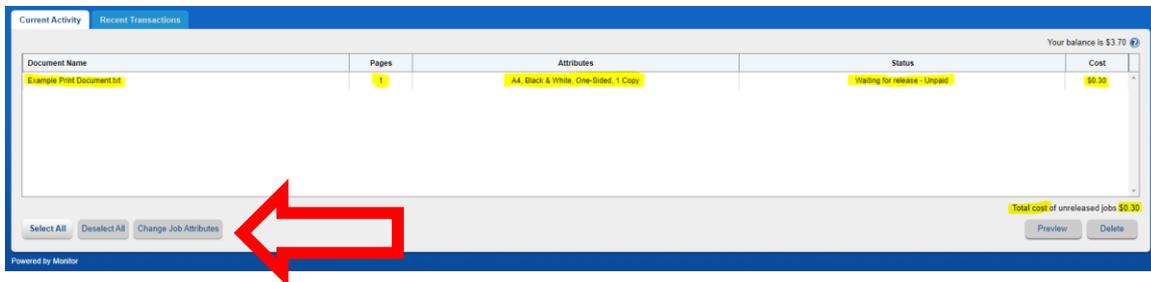
Log in using the number printed on your library card (This is found directly below the barcode and will start with the letter B followed by 5 numbers).

The **'Password'** is the **PIN you created with your library registration**. Once you have entered these credentials, click on the blue **'Log in' button**, and the following screen will appear:



Click on the “**Select File**” button towards the upper left-hand corner of this page then select the desired file from your device or computer to upload it.

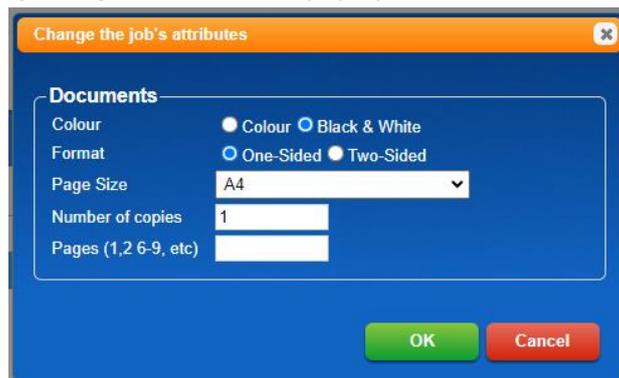
Your file will be loaded under the “**Current Activity**” Tab:



Here you can see that the **file name, number of pages, attributes, status and cost** displayed.

To change the print job attributes

The default configuration is black and white printing on single sided A4 sheets. If you want to change any attributes of the print job, **highlight the file** by clicking on it and selecting “**Change Job Attributes**”. The following dialogue box will then pop up.



Choose your preferred settings using the buttons, dropdown menu and fields presented and then click **OK**. You will then be taken to the previous screen where you can confirm the changes were processed correctly by viewing the attributes heading of the “Current Activity” tab.

Go to Picton Library and release the print job

Log in at one of the library Printers or the print kiosk using your Library card credentials.

Your print job will **be available for printing for 24 hours** at Picton Library. Check the Library Opening hours to make sure you can release the print job in time.

For further enquiries please contact Picton Library on 4677 8300.