

Wireless Printing for Chromebooks

Use Ctrl + P to print

On the Left side of the print windows, under Destination, select the Change button

At the bottom of the print popup windows, find “Sign in to print to Google Cloud Print”. Select Sign In

Use the **Library google email account to sign in. Do Not** sign in using your own Google account.

User Name	Password	Printer Name
printer.nola@gmail.com	NolaBrantleyLibrary22	Nola_publicprinter2
printer.centerville@gmail.com	CentervilleLibrary22	Centerville_publicprinter2
printer.perrylibrary@gmail.com	PerryLibrary22	Perry_publicprinter2

Wireless Printing for Laptops

Open a Google Chrome browser.

Type in the url Chrome://devices

Under My Devices find “You need to sign in to Chrome to see your devices sign in”

Sign in using the **Library google email account to sign in. Do Not** sign in using your own Google account.

printer.nola@gmail.com	NolaBrantleyLibrary22	Nola_publicprinter2
printer.centerville@gmail.com	CentervilleLibrary22	Centerville_publicprinter2
printer.perrylibrary@gmail.com	PerryLibrary22	Perry_publicprinter2

**To Print a Document from a Laptop:

Under My Devices, Select Manage library_publicprinter2

On the Left side of the window, Select **Print** Button, Upload File to Print, Select a File from My Computer

Browse to your document, select document, then Select library_publicprinter2 and print.

++To Print from Chrome Browser:

Use Ctrl + P to open Print window

On the Left side of the print windows, under Destination, select the Change button

Select library_publicprinter2 as the printer and print.