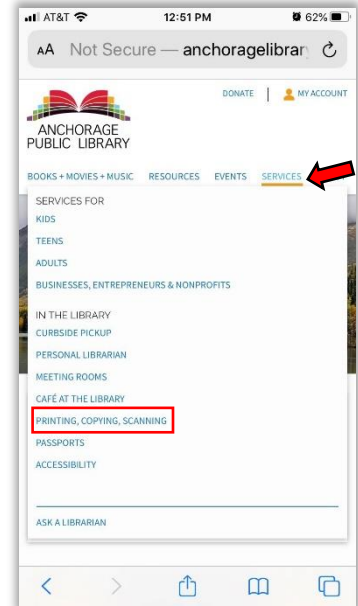


PRINTING HOW-TO: Email Printing from a Mobile Device

Step 1:

From the home page, www.anchoragepubliclibrary.org, use the drop-down menu under **SERVICES** and click on **PRINTING, COPYING, SCANNING**.



Step 2:

Click on **wireless printing instructions** to reach the printing links.

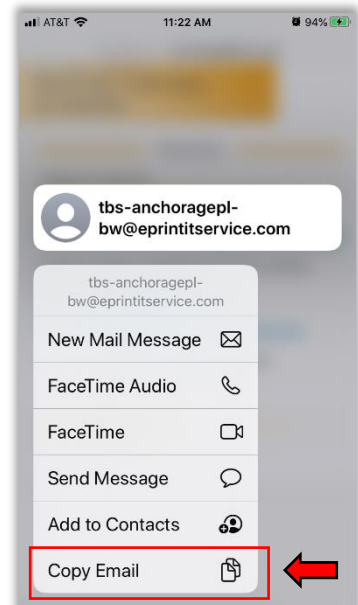


Step 2:

Press and hold to copy the provided email address for your preferred printing format:

Black & White – tbs-anchoragepl-bw@eprintitservice.com

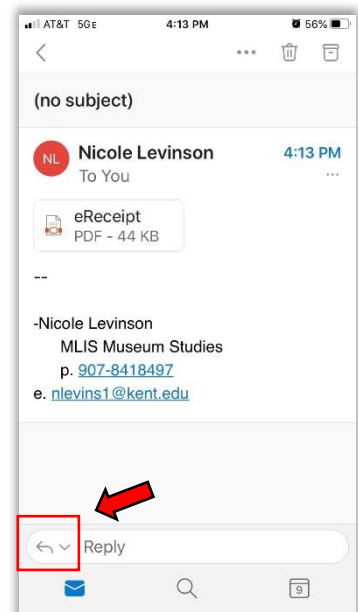
Color – tbs-anchoragepl-color@eprintitservice.com



PRINTING HOW-TO: Email Printing from a Mobile Device

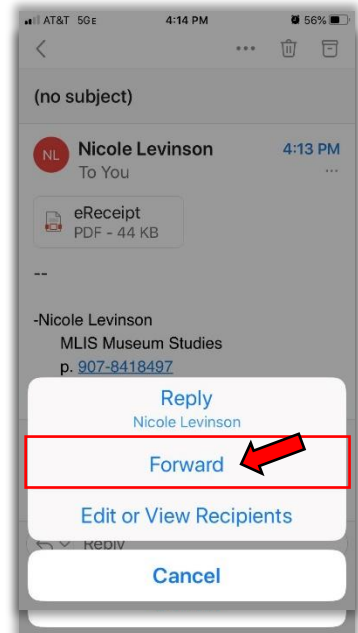
Step 3:

Open your preferred email app or website and go to the email that contains the attachment you want to print. Tap on **Reply** to open the drop down menu.



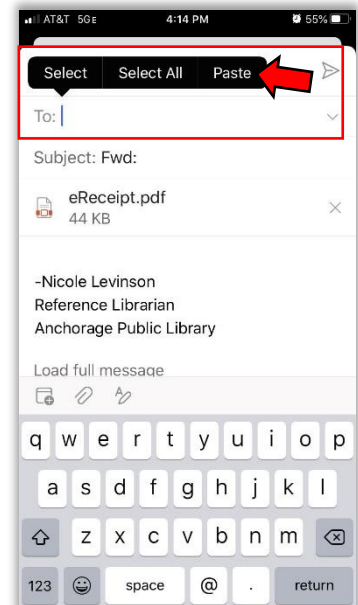
Step 4:

Tap on **Forward** to change the reply type.



Step 5:

In the **To:** field, paste the email address you copied from the library website.



PRINTING HOW-TO: Email Printing from a Mobile Device

Step 6:

Type your first and last name in the **Subject** field as well as the Location Code for where you would like to pick up your print job.

Loussac Library – LL

Muldoon Library – MD

Mountain View Library – MV

Chugiak Eagleriver – CE

Gerrish Girdwood - GR

Step 7:

Check to make sure all of the information you entered is correct and press **Send** or click on the appropriate icon to send your request.

Step 8:

You will receive a confirmation by email. Follow the library protocol as stated on the APL website for retrieving your print job.

