



## How to use email to send something directly to library print system:

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Email from any device directly to the library's print system at :

### Black & White:

[apl-lib-bw@printspots.com](mailto:apl-lib-bw@printspots.com) or  
[300258529767@printspots.com](mailto:300258529767@printspots.com)

### Black & White Duplex:

[apl-lib-bw-ds@printspots.com](mailto:apl-lib-bw-ds@printspots.com) or  
[324374747@printspots.com](mailto:324374747@printspots.com)

### Black & White Legal :

[apl-lib-bw-legal@printspots.com](mailto:apl-lib-bw-legal@printspots.com) or  
[999073000@printspots.com](mailto:999073000@printspots.com)

### Color:

[apl-lib-color@printspots.com](mailto:apl-lib-color@printspots.com) or  
[216577663@printspots.com](mailto:216577663@printspots.com)

### Color Duplex:

[apl-lib-color-ds@printspots.com](mailto:apl-lib-color-ds@printspots.com) or  
[173229816@printspots.com](mailto:173229816@printspots.com)

To print an email message or attachment, simply forward your email to:

[apl-lib-bw@printspots.com](mailto:apl-lib-bw@printspots.com) or  
[300258529767@printspots.com](mailto:300258529767@printspots.com)  
[apl-lib-bw-ds@printspots.com](mailto:apl-lib-bw-ds@printspots.com) or  
[324374747@printspots.com](mailto:324374747@printspots.com)  
[apl-lib-bw-legal@printspots.com](mailto:apl-lib-bw-legal@printspots.com) or  
[999073000@printspots.com](mailto:999073000@printspots.com)  
[apl-lib-color@printspots.com](mailto:apl-lib-color@printspots.com) or  
[216577663@printspots.com](mailto:216577663@printspots.com)  
[apl-lib-color-ds@printspots.com](mailto:apl-lib-color-ds@printspots.com) or  
[173229816@printspots.com](mailto:173229816@printspots.com)  
[apl-lib-color-legal@printspots.com](mailto:apl-lib-color-legal@printspots.com) or  
[641755900@printspots.com](mailto:641755900@printspots.com)

Email forwarding is ideal for online email portals such as Yahoo!, Hotmail or Google Mail.

### Why?

Most online email services require that you log-in to access email. If you provide the URL (web address) of your message, the printing services will be blocked because your email login name and password are not known by the print system.

Anacortes Public Library  
1220 10th St Anacortes WA. 98221  
(360) 293-1910 LIBRARY HOURS :  
Weekdays 11:00 to 7:00  
Weekends 11:00 to 4:00  
<https://www.anacorteswa.gov/220/Library>

## Mobile Printing

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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 email address.





### ***Print from your laptop***

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

Begin by visiting <http://www.printeron.net/apl/lib>

1. Select the printer and enter your email address.
2. Browse your computer to find and select the file you wish to print.
3. Click the forward button,

Click the green print icon You will see the status of your print job and a reference number.

At the Print Release Station in the library, select "Release a Print Job".

Enter the email address you supplied and select your print job.

Your print job will be printed!



### ***Print from your tablet or smartphone app***

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 98221. Find Anacortes Public Library and click on one of the six printers that are available for you 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.

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- 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,

1. Select "Release a Print Job".
2. Enter the email address you supplied and select your print job.
3. Select the print job(s) you wish to print and click *Print*.

A window will pop up the total cost of the print job(s).

4. Click *Pay from Vending Device*
5. Add money to coinbox, located below to the Computer.

Your print job will be printed!