

Mobile Printing with the Princh App

1. Download the Princh app to your device through the app store or the play store.



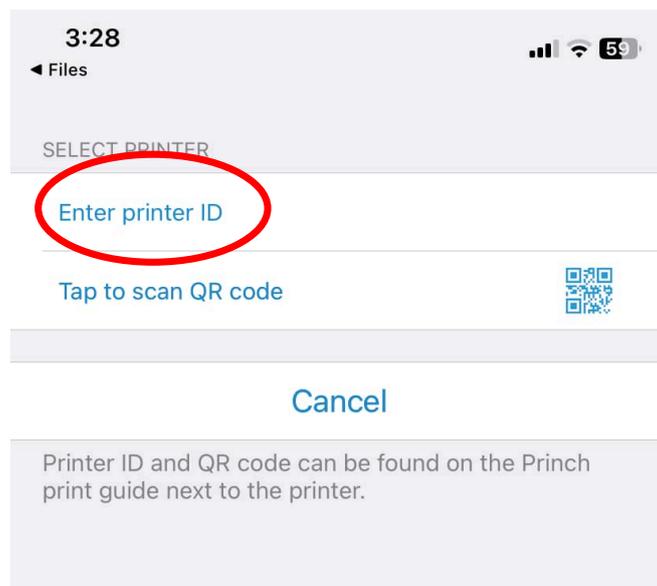
2. Open the document or photo that you would like to print.

3. Hit the “share” button.

Android: 

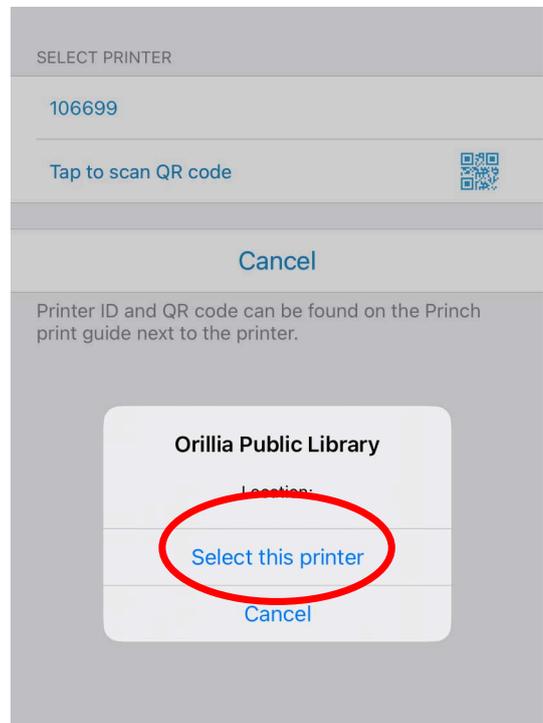
iphone: 

4. Share your document with the Princh app, and click “Enter printer ID”.



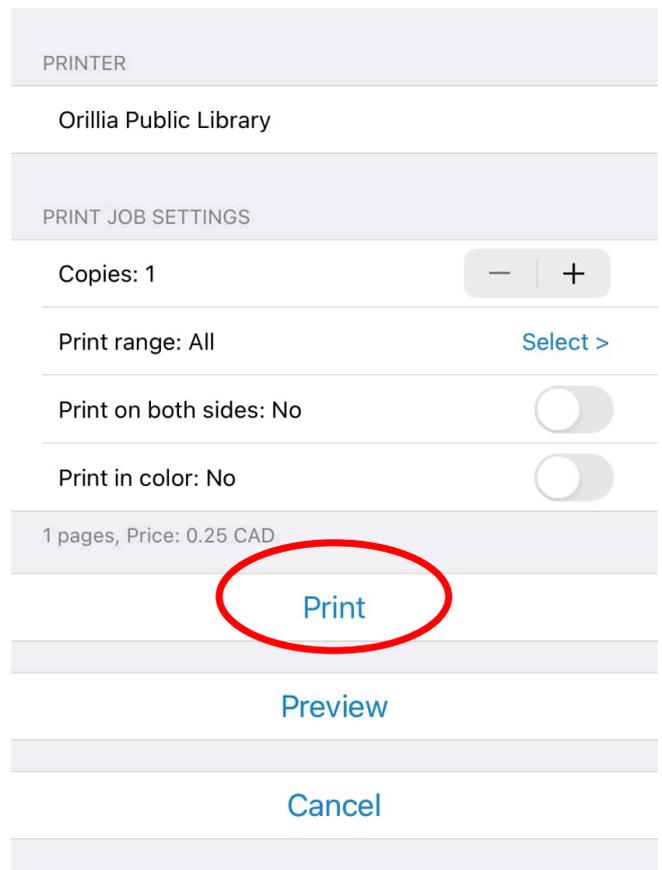
Enter this code: **106699**

5. Click “Select this printer”.



6. Adjust your print settings, such as increasing the number of copies, changing page ranges, or choosing colour printing.

When you are done, click “Print”.



7. Review your print order, this will show you the number of pages and the price. (OPL charges \$0.25 per page for black and white, \$1 per page for colour)

Click the terms and conditions box and hit "Continue".

ORDER SPECIFICATION

ORDER SPECIFICATION	Date: 09-10-2024
Print service provided via Princh	Orillia Public Library, L3V 3A6 Orillia, Canada. EIN: <not set>
1 page to print	0.25 CAD
Total amount:	0.25 CAD
tax not charged for this service	

[View pricing details](#)

[View terms and conditions](#)

I accept the terms and conditions

[Continue](#)

[Cancel](#)

8. Enter your email address, and click "Submit print job".

ENTER YOUR ID

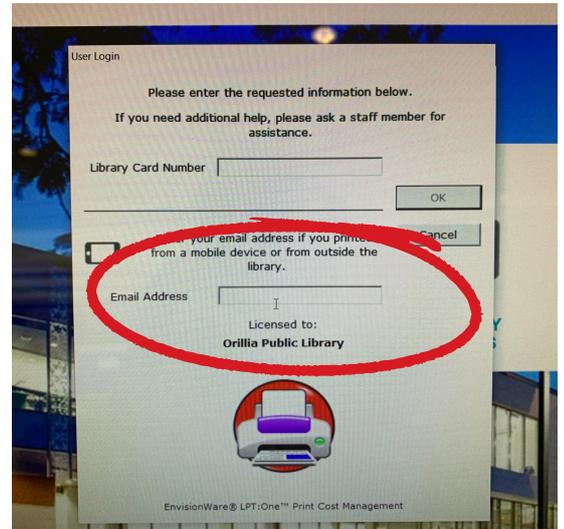
[Enter your email](#)

Enter your email address. This is used to identify your print job at the release station.

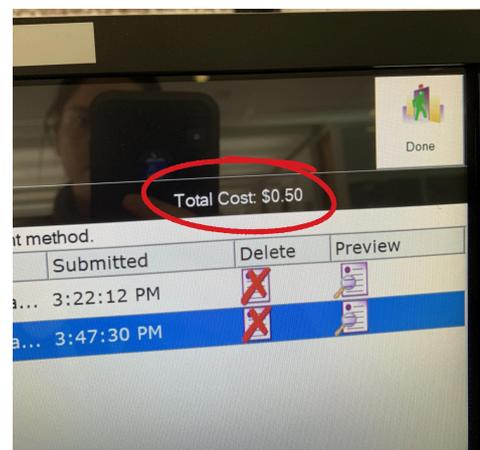
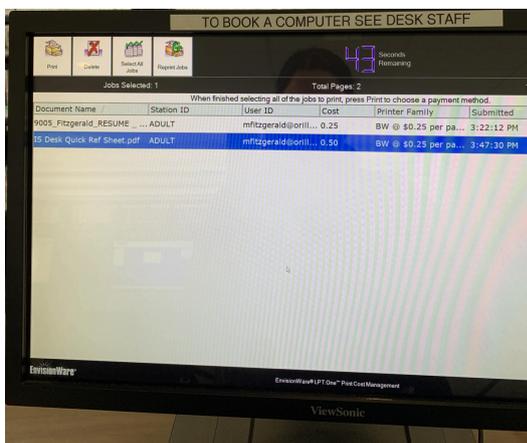
[Submit Print Job](#)

[Cancel](#)

8. Head to the print release station next to the large printer. Click “Release My Print Job” and type in your Email address to log in.



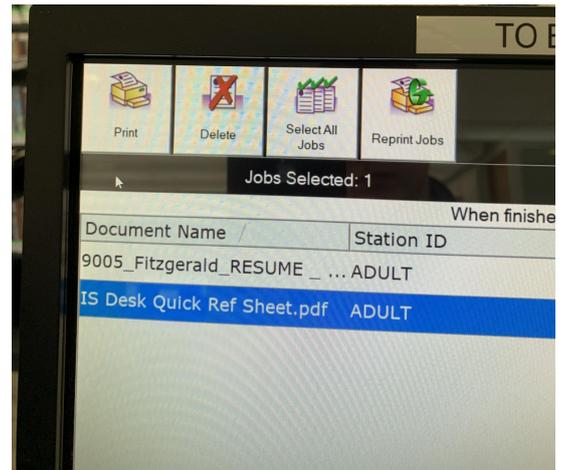
9. Ensure that the documents you would like to print are highlighted in blue. The total cost for your print will show in the top right corner.



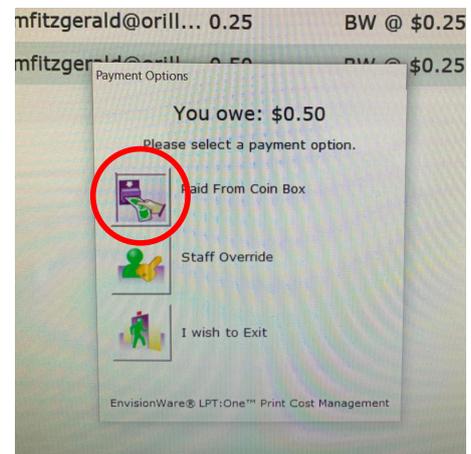
10. Put your coin(s) in the coin box.



11. Click "Print" in the top left corner.



12. Select the image beside "Paid from Coin Box". If you must pay by card, see staff for assistance.



13. Collect your print from the printer.
Colour prints may take a few extra minutes to process.