

Mobile Printing Now Available

With our new Mobile Print Service, use your computer or mobile device to print to the library printer from anywhere. Submit documents for printing and come to the library to release and pick up your document using your email or privately selected passcode.

Printing is CASH OR CHECK ONLY at Newburyport Public Library
\$0.15/page Black & White
\$0.35/page Color

Print from a laptop or desktop computer at home or work:

- **Go to:** <https://www.printeron.net/nbpt/print>
- Select correct printer and enter your email address or a private passcode you can remember.
- Browse your computer and select the file you wish to print.
- Click the green print icon. You will see the status of your print job and a reference number.
- At the library Print Release Station, select [Release a Print Job].
- Enter the email address or private passcode you supplied. Select your print job.
- PREVIEW jobs on screen first. Verify cost. E-mails and attachments will appear as separate print jobs. PRINT.
- Print multiple copies at print release terminal with reprint function.



Print from your laptop or desktop computer

Use email to send something directly to library print system:

Email from any device (phone, tablet, PC, laptop, etc.) directly to the library's print system

- Send an email from your email provider (Gmail, Yahoo, etc.) to:
BLACK & WHITE PRINTS \$0.15/page:
nbtpl-bw@printspots.com
- **COLOR PRINTS \$0.35/page:**
nbtpl-color@printspots.com
- At the library Print Release Station, select [Release a Print Job].
- Enter the email address you supplied. Select your print job.
- PREVIEW jobs on screen first. Verify cost. E-mails and attachments will appear as separate print jobs. PRINT.
- Print multiple copies at print release terminal with reprint function.



Email from any device to library print system

Print from tablet or smartphone app:

- Search App or Play store for PrinterOn. Install and open PrinterOn App.
- Click [No printer selected].
- Click [Search] icon. Search for Newburyport.



Print from your tablet or smartphone app

- Find Newburyport Public Library, click [Black and White] -or-[Color] 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 app, click on "photo" and select a photo to print.
 - Select the printer and click the print icon.
 - Enter an email address. Click the check mark (you will receive a notice that the job started, and shortly after another message: "Job Success").
 - At the library Print Release Station select [Release a Print Job].
 - Enter the email address you supplied and select your print job.
 - PREVIEW jobs on screen first. Verify cost. E-mails and attachments will appear as separate print jobs.