



# INFORMATION SERVICES

WOOD COUNTY DISTRICT PUBLIC LIBRARY

## Wireless Printing

**Email Option:** Log into your email account and send/forward an email with the document you wish to print to one of the following emails, depending on how you would like it printed:

- **BW Single-Sided:** [wcdpl-bw@ewprints.com](mailto:wcdpl-bw@ewprints.com)
- **BW Double-Sided:** [wcdpl-bw-duplex@ewprints.com](mailto:wcdpl-bw-duplex@ewprints.com)
- **Color Single-Sided:** [wcdpl-color@ewprints.com](mailto:wcdpl-color@ewprints.com)
- **Color Double-Sided:** [wcdpl-color-duplex@ewprints.com](mailto:wcdpl-color-duplex@ewprints.com)

The email and attachment will be sent as separate documents and will need to be released individually. Go to a Release Station, and enter the email address that you sent the document from to claim your printout.

**Upload Option:** Open a web browser and go to the following website or scan the QR code on the right:

<https://print.princh.com/> and enter code: **108140**

Follow the instructions on the website. Once the print job has sent, you will claim the printout by entering your email address at a Release Station.



**App Option:** Download the Princh app, which is available for iOS and Android devices.

1. Once installed, you will need to allow the Princh app to display over other apps
2. Switch to the app that contains your document and select "Print from the share menu
3. Set Princh as your printer and tap the printer icon
4. Select a printer, adjust the settings and tap "Print