

Laptop Printing

The Santa Clara City Library has added **wireless** printing capability. There are no drivers to install or software to load. Visitors can easily send print jobs from anywhere inside or outside the library and retrieve them from the Library's Pinnacle Pay-for Print workstation in the copy rooms. Print jobs are held for 24 hours.

It's simple. .

Go to the website

www.printspots.com

1. Select: US, CA, Santa Clara, SC City Library
2. Select either B&W or Color Printer
3. Name your print job. Use the same name or code for all your print jobs
4. Select a document or webpage from your laptop by clicking on *Browse*. To print a document you are currently working on, it will need to be saved first.
5. Click on the arrow pointing to the right (Next) to continue
6. Enter the number of copies and pages to print and click next (right arrow)
7. Review the information with the number of pages and cost and click on the printer icon.
8. A job reference number will appear in case of a problem.
9. Go to the nearest print station to retrieve your printouts. Enter a print card in the card reader and type the name or code you gave the print job in step # 3.

Print jobs will be kept in the system for 24 hours.