



Kansas City, Kansas Public Library MobilePrint Instructions

Submit your items to print from anywhere and then pay for the print once you get to the library. There are three ways to print: the printeron website, the mobile app, and by email.

Printeron Website Instructions

First, visit the site for the branch where you want to print. They are listed below:

printeron.net/kckpl/main

printeron.net/kckpl/schlagle

printeron.net/kckpl/south

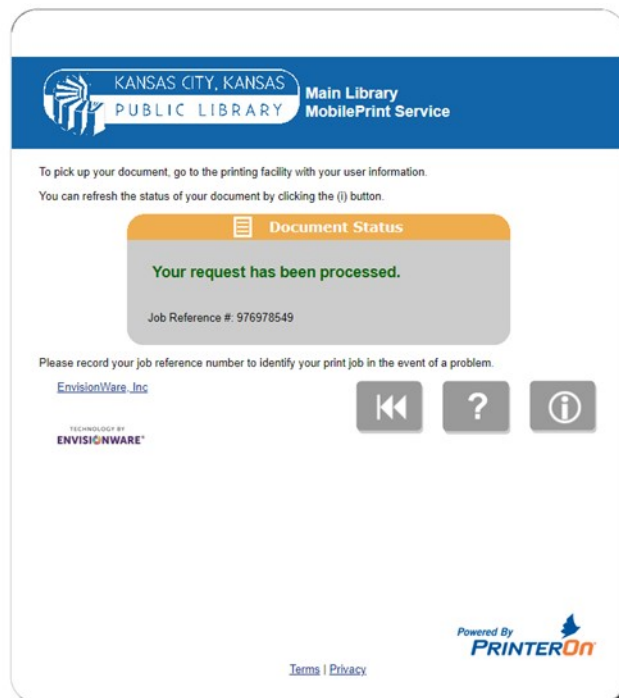
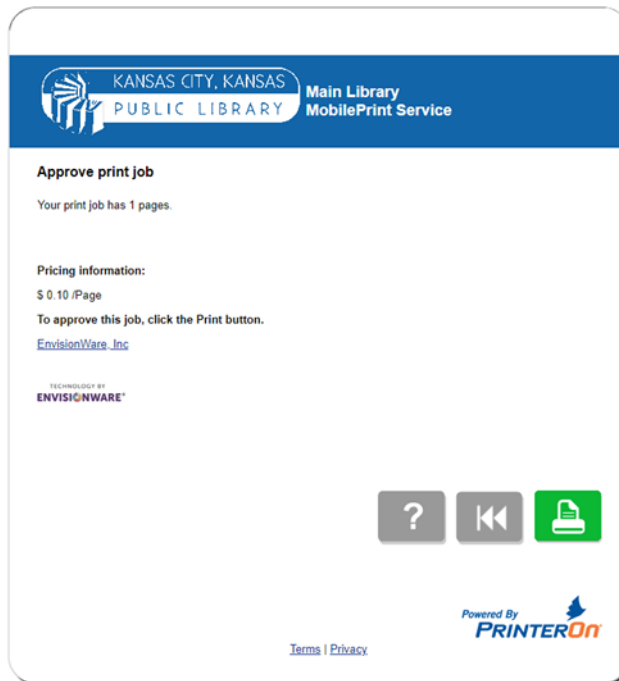
printeron.net/kckpl/turner

printeron.net/kckpl/west

Once there, select either black and white or color, then enter your email address and upload your document to print. Then, hit the triangle button in the bottom right.

A screenshot of the MobilePrint Service website interface. At the top, there is a language dropdown menu set to "English". Below that is the library's logo and the text "Main Library MobilePrint Service". A welcome message states: "Welcome to our Patron Printing service. Print virtually any document or web page from your internet connected PC to one of our Library printers." To the right of this message is the address: "625 Minnesota Avenue, Kansas City, KS 66101, UNITED STATES". Below the welcome message, it says "There is no additional software required. Simply follow these steps:". The interface is divided into three main sections: "Printer", "User Info", and "Select Document". The "Printer" section has radio buttons for "Black and White" (selected) and "Color", and a "Details" button. The "User Info" section has an "Email address:" field with "bmccoy@kckpl.org" entered, and explanatory text: "Your user information is used to uniquely identify your print jobs. Use this information to obtain your document in the Library printing facility." The "Select Document" section has a "File or URL:" field with "KCKPL.org.jpg" entered and a "Browse..." button. Below these sections are three icons: a question mark, a close button (X), and a play button. At the bottom left, there are three links: "How do I print from a mobile device?", "How do I print a boarding pass?", and "What types of files can I print?".

The program will count the number of pages you are printing and show you the cost per page. After that, you can click the image of the printer to submit it.



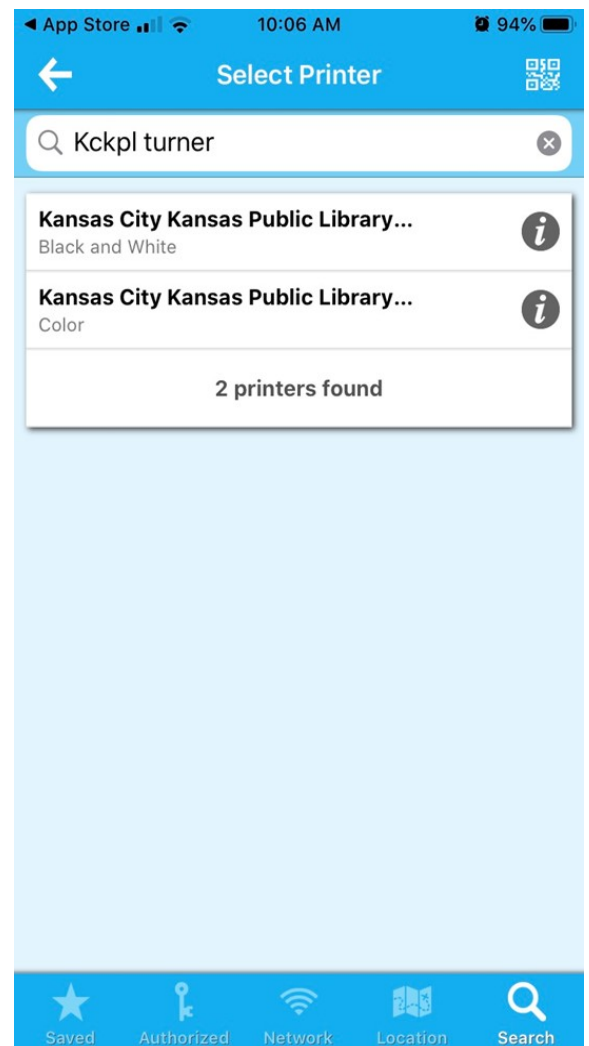
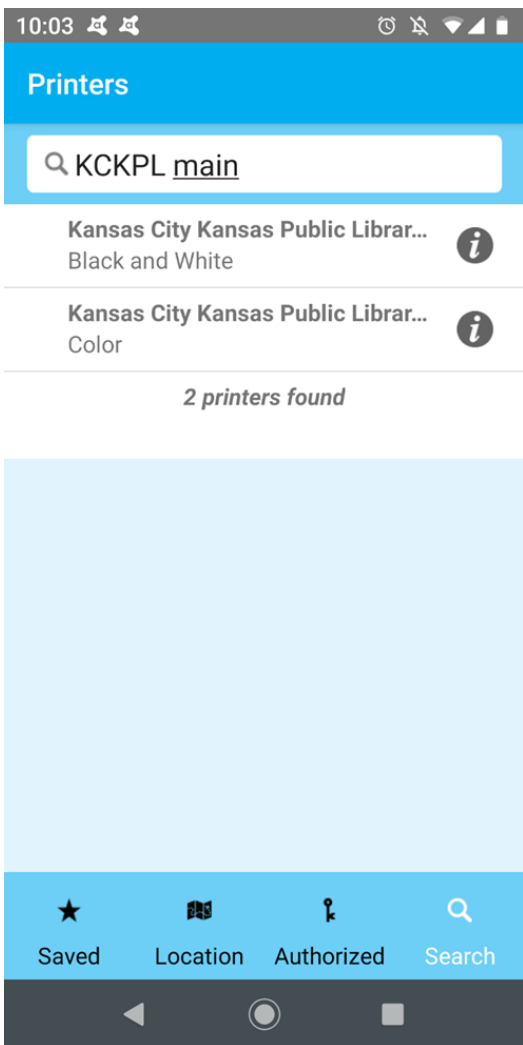
After you have submitted, you will get a confirmation with your reference number. You can then go to the library branch you selected to pay for document and pick it up.

Mobile App Instructions



Visit the Apple or Google Play store to install the PrinterOn app.

Click on the button at the bottom of the screen to search for a KCKPL branch. You can search by location using a map or name. Make sure you select color or black and white depending on what you are printing. If you click on the “i” next to the name, it will show you information about the printer and location. It will also allow you to save it as a favorite printer.



Once you select the printer you want, it will give you an option to upload from your documents, photos, or email. After you've uploaded the document, you can click the image at the top right to adjust the print settings. Click print, enter your email, and go to the library to pick up your document.

Note: For printing at Schlagle, you will receive an email with a privacy release code that you will need to pick up your print job.

Email Instructions

Send an email to the email address of the printer.

MAIN LIBRARY

Black and White Printer: mainbw@printspots.com

Color Printer: maincolor@printspots.com

MR. AND MRS. F. L. SCHLAGLE LIBRARY

Black and White Printer: schlaglebw@printspots.com

Color Printer: schlaglecolor@printspots.com

SOUTH BRANCH LIBRARY

Black and White Printer: southbw@printspots.com

Color Printer: southcolor@printspots.com

TURNER COMMUNITY LIBRARY

Black and White Printer: turnerbw@printspots.com

Color Printer: turnercolor@printspots.com

WEST WYANDOTTE LIBRARY

Black and White Printer: westbw@printspots.com

Color Printer: westcolor@printspots.com

Types of Files That Can Be Printed

Microsoft Word	PDF	TIFF
Microsoft Excel	XPS	RTF
Microsoft PowerPoint	PNG	ASCII Text
Microsoft Visio	BMP	Unicode Text
Writer 2.x and later	JPEG	ZIP
Calc 2.x and later	HTML	
Impress 2.x and later	GIF	
Draw 2.x and later		