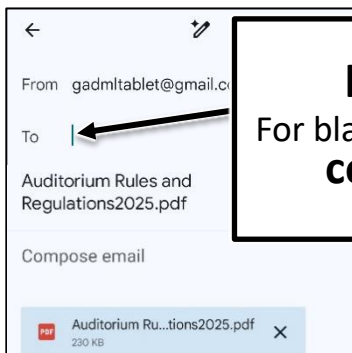
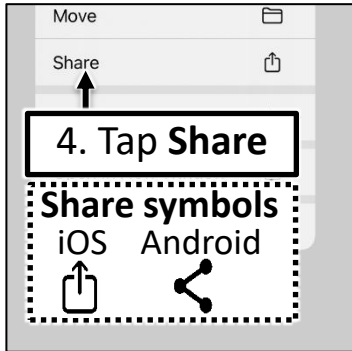
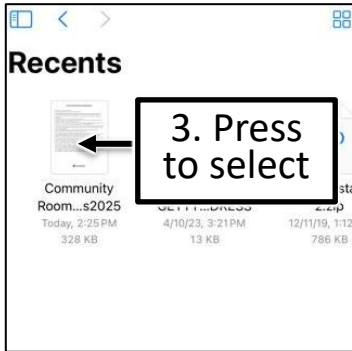
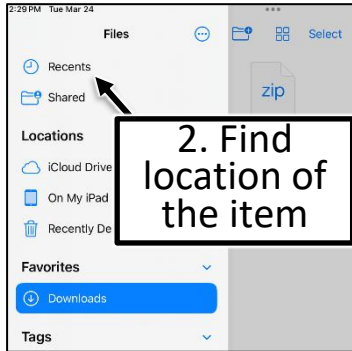
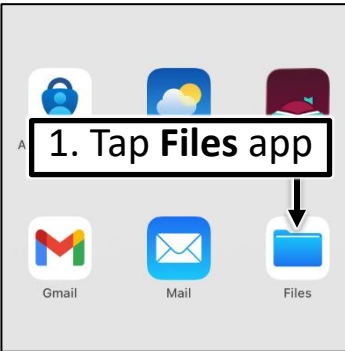


Email documents to the Library printer on a phone

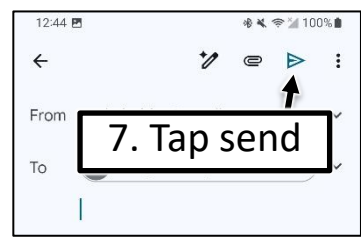
(Pick up the print on the same day you sent it)



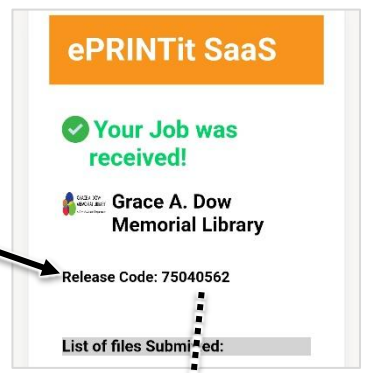
Find item in your device's files, share by email



If no email service is shown, see instructions for how to upload the item



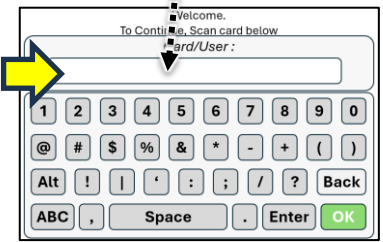
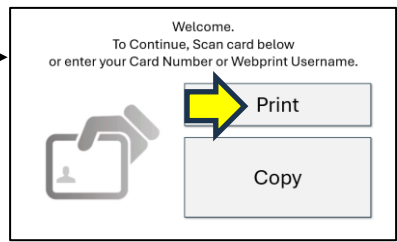
8. You will get an email from ePRINTit SaaS. Note the Release Code



9. Go to the kiosk in the Library (Mezzanine, top floor), tap **Print**, type the Release Code from the reply email, tap **OK**, pay, tap name of the print job, and tap **Print Job**



Or pay with a credit card at help desk, \$1 minimum



Time	Documents	Pages	Cost
08:54:51	2025 Publication 575	1	\$0.10
08:54:50	Email.html	1	\$0.10

Time	Documents	Pages	Cost
08:54:51	2025 Publication 575	1	\$0.10
08:54:50	Email.html	1	\$0.10

Send a Google Doc to the Library printer on a phone

Do not choose the share option because it sends a link to the document and not as an attachment (The printer can only print an attachment)

1. Tap dots

2. Tap Share and Export

3. Tap Send a copy

4. Tap to choose the file type (use Word or PDF)

5. Tap an email service

6. In the "To" field, type either **bw-gadml@eprintitsaas.com** For black and white prints (10 cents per page) or **color-gadml@eprintitsaas.com** for color prints (50 cents per page)

7. Tap Send

You will get an email from ePRINTit SaaS. Go to the Kiosk, tap **Print**, type the Release Code from the reply email, tap **OK**, pay, tap name of the print job, and tap **Print Job**

Send a Google Doc to the Library printer on a computer

Do not choose the share option because it sends a link to the document and not as an attachment (The printer can only print an attachment)

1. Choose File

2. Choose Email, then Email this File

4. In the "To" field, type either **bw-gadml@eprintitsaas.com** For black and white prints (10 cents per page) or **color-gadml@eprintitsaas.com** for color prints (50 cents per page)

5. Choose the file type (use Word or pdf)

6. Choose Send

You will get an email from ePRINTit SaaS. Go to the Kiosk, tap **Print**, type the Release Code from the reply email, tap **OK**, pay, tap name of the print job, and tap **Print Job**

Upload Documents to the Library Printer on a phone

(Pick up the print on the same day you sent it)



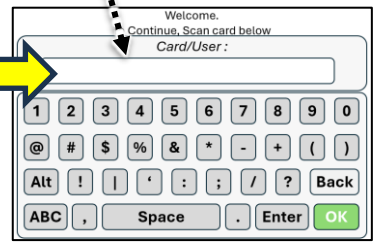
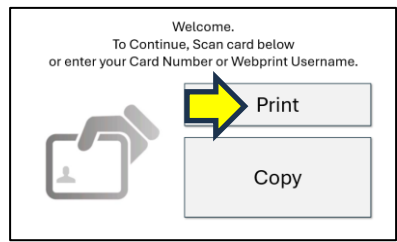
Example using Chrome Browser

1. Tap web Browser
2. Type gadml.org/print
3. Tap Files
4. Tap Photos & Videos
5. Tap the location
6. Tap the item
7. Type your name or library card number (you can put anything here)
8. Tap Submit

9. Go to the kiosk in the Library (Mezzanine, top floor), tap **Print**, type the name or number you entered in step 7, tap **OK**, pay, tap name of the print job, and tap **Print Job**



Or pay with a credit card at help desk, \$1 minimum



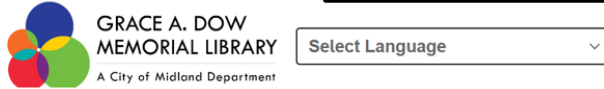
Time	Documents	Pages	Cost
08:54:48	2025 Publication 575	1	\$0.10
08:54:50	Email.html	1	\$0.10

Time	Documents	Pages	Cost
08:54:51	2025 Publication 575	1	\$0.10
08:54:50	Email.html	1	\$0.10

Upload Documents to the Library Printer on a computer



1. Go to webpage gadml.org/print



Grace A. Dow Memorial Library

Welcome to our **Wireless Printing Service!**

.pdf, .jpg, .jpeg, .png, .gif, .bmp, .tif, .tiff, .doc, .docx, .pub, .rtf, .htm, .txt, .html, .xlsx, .xls, .pptx, .ppt, .odt, .xps, .ods, .odp, .heic, .svg, .epub, .vsd, .oxps, .wmf, .webp

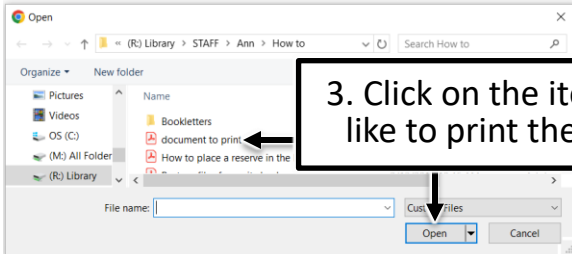
Color: \$0.50
Grayscale: \$0.10

Max File Size:
100 MB

Drop files anywhere to upload or

Select Files

2. Scroll down the page and click **Select Files**



3. Click on the item you would like to print then click **Open**

document to print.pdf - 2 page(s) - 0.27 MB

click here if you don't see print options

4. Choose options for printing

Copies: 1

Color: Grayscale

Duplex: One Sided

Paper Size: Letter

Layout: As Saved

Page Range: All Pages

If you want to print in color, choose **color** then color

If you want to print front and back of a page, choose **Duplex** then Two Sided

If you want to print just part of a document, choose **Pages** then list the pages to print

User Information

Enter Guest Name or Library Card Number *
gracedow

Required*

Enter email address for receipt of submission

Optional

Enter mobile number for text message receipt

Optional

Submit

5. Type your name, library card number or anything to identify your item to print

6. Click **Submit**

Go to the kiosk in the Library on the same day and tap **Print**, type the name you entered in step 5 & tap **OK**, pay, tap on the name of the print job, and tap **Print job** or tap **Print All**

