Student Printing

WI-FI PRINTING

Students can now Wi-Fi print to printers in the Learning Center and Library. Once logged in to print.eastcentral.edu from your device you can go to the print selection at the top and install the web printer software.

Then drag and drop the file or choose the file from the appropriate location and upload it. Select the file and hit next.

> Print D	iractly From Your PC				х
Download	and install the web printer to	print directly from	your PC		
Install	Web Printer				
	100 1 100				
1					
Select Docun	nent				
				PORT	
Name				Expires	Size
		1	There are no docume	nts	
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		Unity rives rive	e to oprovid or Dee	ci Pile to Opicalo	1
Supported file types			7		

You will then select the appropriate printer you want to print to from the dropdown box.

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Print Dire Download ar Install We	ectly From Your PC nd install the web printer to p b Printer	rint directly from	i your PC:		×
Print Documen	t			Beach.jpg	
Printer:	- Select -			tor gat	
Copies:	1				
Pages per sheet	1 2 4 6 9	16			
Page range:	● All ○ [e.g., 2, 3-5, odd				
				Previewing Page 1 of 1	



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Click the "NEXT" button in the lower right of the screen to send the file to the selected printer.

Document	t	Beach jpg
Printer:	Rh16d5110 on LABPRINT	
	Ready 0 job(s) in queue	and the second
Copies:	1	1919
Pages per sheet	1 2 4 6 9 16	
Print on:	One side	
Color mode:	Color Grayscale	
Page range:	● All ○ e.g., 2, 3-5, odd	
Paper tray:	As Per Printer Settings	
Paper tray:	As Per Printer Settings	

A confirmation will appear and ask if you are sure you want to print the document. If you are sure you want to print, click on the "PRINT NOW" button to release the job to the selected printer. You will receive this confirmation screen to let you know your job was released to the printer.

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Print Direc Download and Install Web	tly From Your PC I install the web printer to print directly from your PC. Printer	×
Success! Your job is read	y to be printed.	×
Printer: Document: Total Pages: Job Cost:	rh19d5110 Beach.jpg 1 \$0.25	
Cancel		Print Now



Success! File printed successfully

×

Select Document

Name			Expires	Size	
 Beach.jpg 			in 2 days	33.5 KB	×
	Drop Files Here to Upload or	Select File to Upload]	en nors annes an ser staan 19	
Supported file types					
				I	Next >

To CHECK BALANCE

Log in to print.eastcentral.edu with Username and Password



Once you log on you will see your home page to check your balance:



It will show your primary balance and paid balances. Primary is the free printing you get each semester. Once the primary is depleted you will need to go to the cashier or library to add to your to your paid account.

	Name	Balance	Last Updated	Next Update
۲	Primary	\$10.00	1/7/19 12:05 PM	
\bigcirc	Paid	\$0.00		