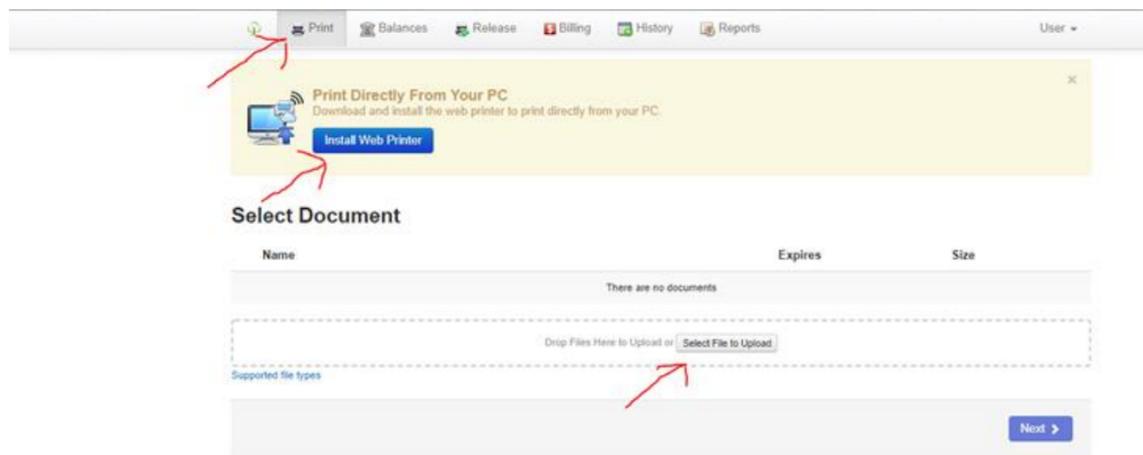# Student Printing

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.

You will then select the appropriate printer you want to print to from the dropdown box.
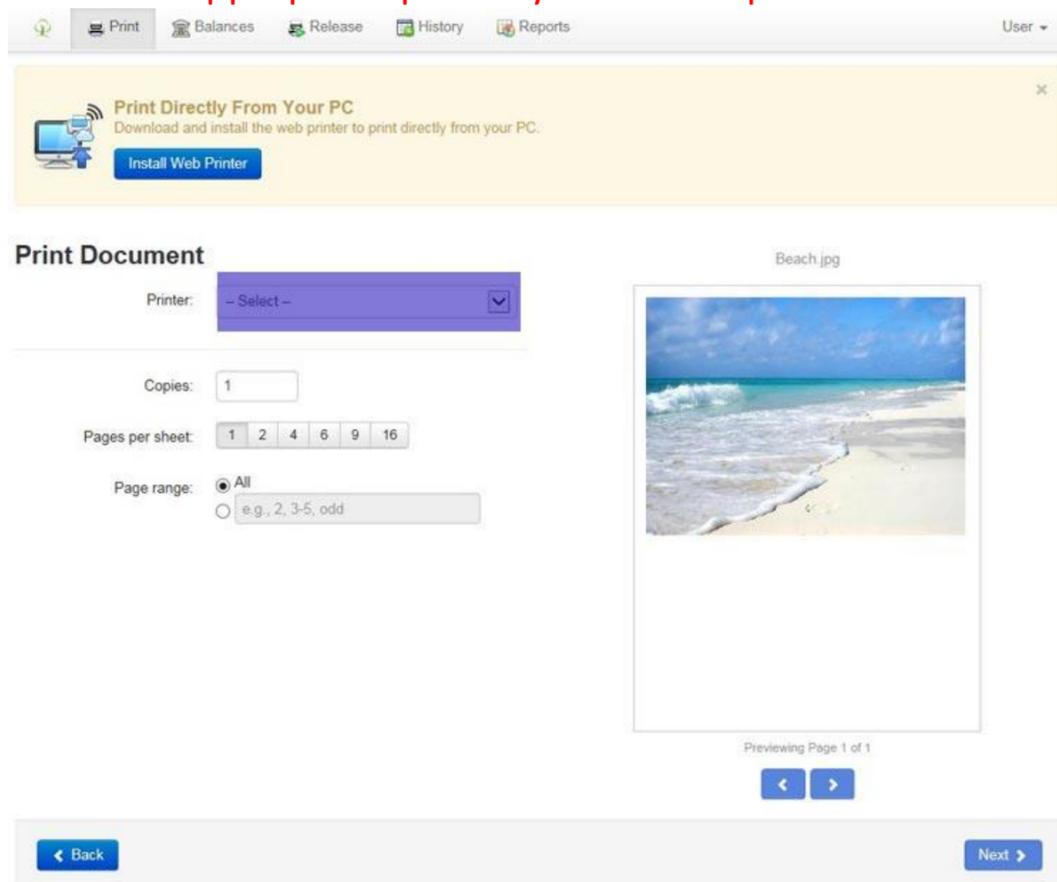
Click the "NEXT" button in the lower right of the screen to send the file to the selected printer.

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.

To CHECK BALANCE

Log in to print.eastcentral.edu with Username and Password
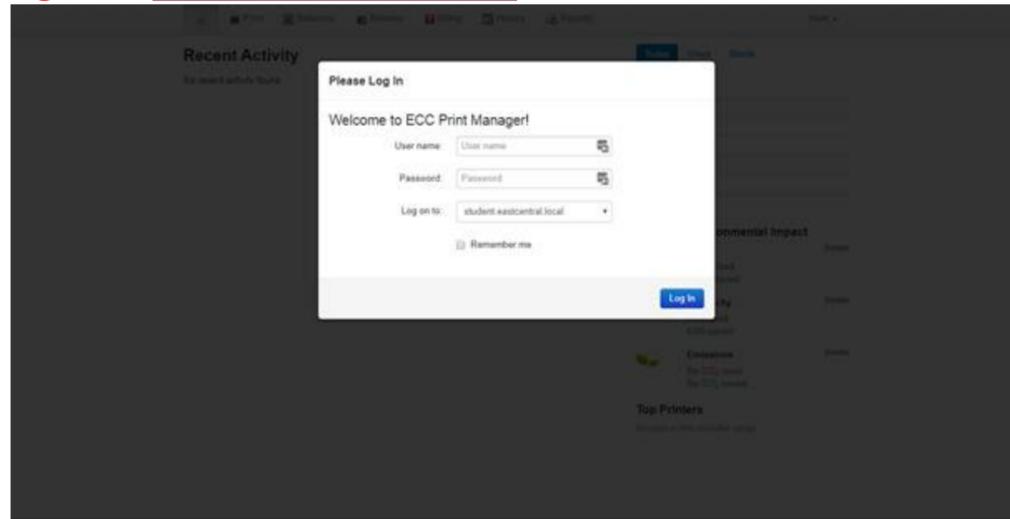
Once you log on you will see your home page to check your balance:
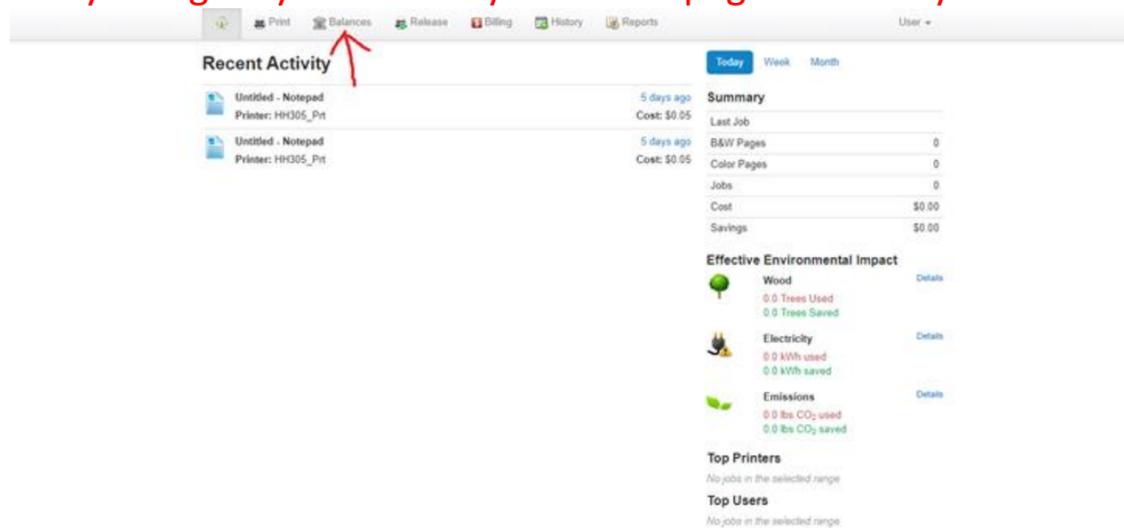

It will show your primary balance and paid balances. Primary is the free printing you get each semester. Once the primary is depleted you will need to go to the cashier or library to add to your to your paid account.

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