

Wireless Printing

Our patrons now have the ability to print from their laptops! Prints can be sent from a laptop to the reservation/print release station, and then released like print-outs from the public computers. This is a quick and easy process. Here are the steps to take to release the print.

1. From your laptop, access the Meriden Public Library website at www.meridenlibrary.org
2. Locate button that reads: **“PRINT FROM YOUR LAPTOP.”** Click.
3. A page will open with the heading “Print from your Laptop Computer!” You must click on **“HERE”** for either a Windows or Mac computer. Then run the client launcher file. (Don’t worry about the warnings☺)
4. Next, go to the page or document you wish to print and select print as you normally would. The default printer will be **“Ref BlackandWhite”**. You can select to print color as well just select **“Ref Color”** instead. (If you have home printers installed on the computer those printers will show up in the list of printers too.)
5. **IMPORTANT** – you need to name the print job because this is what you will use to release the print instead of your library card. The **“User Identification Box”** opens and you can type in anything: your name, the name of the document, etc. **Remember EXACTLY what you type, you will need it to release your prints at the print release station.**
6. Next, and this is most important, please click **“STOP PRINT CLIENT”** from your laptop. On the bottom bar of the laptop, select the LPT:one print client (or the red printer icon), and then click on stop print client.
7. Lastly, go to the print release station, select release a print, type in the user identification, and proceed as usual for print release.

See the information desk for assistance!