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|  | PRINT SERVICE  MANUAL | Student Life-media_def |
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* Follow the instructions in the [campus.url.edu](https://campus.iqs.url.edu/en)
* Login
* **Study**
* **FAQ’s**
* **How to setup printing service**
* Set up printing on a Windows Device

1. Make sure your Android is connected to IQS’s wired or **eduroam WiFi**
2. Click this link to download and run the **Mobility Print installer**
3. You’ll be prompted to select the printers, we have to select **“FOTOCOPIADORA”** and enter your IQS **username** and **password**

* Set up printing on an Android Device

1. Make sure your **Android** isconnected to IQS’s **eduroam** **WiFi**
2. Install the **Mobility Print app** from the **Google Play Store**
3. Launch the app and enable permissions

* Set up printing on an iPhone or iPad

1. **iPhone** i **iPad** devices does not need any specific configuration. They use **AirPrint**

* **Job submission**

Make sure your Android is connected to IQS’s wired or **eduroam WiFi**

* **Mac/Iphone**
  + Select **“Air print”**
  + Select the printer **“FOTOCOPIADORA”**
* **Windows/Android**
  + Select the printer **“FOTOCOPIADORA”**
* **Web**
  + Access to printing service with IQS credentials and upload the job <https://repro.iqs.url.edu/user>
* **Print jobs**
* Go to any self service device
  + Main building
    - **Hall 1st floor**
    - **Hall 3rd floor**
  + Management building
    - **4th floor**
* Validate at the printer
  + via **TUI**
  + via login and password
* Select the job to print
* If we do not have balance we will have to:
  + Access to **printing service** <https://repro.iqs.url.edu/user>
  + Accept the terms and conditions of service
  + Add credit using credit card