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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