How to use wireless printing at APL

*Note: Web print can accept the following file formats: Microsoft Excel, Microsoft PowerPoint, Microsoft Word, PDF, Picture Files, XPS
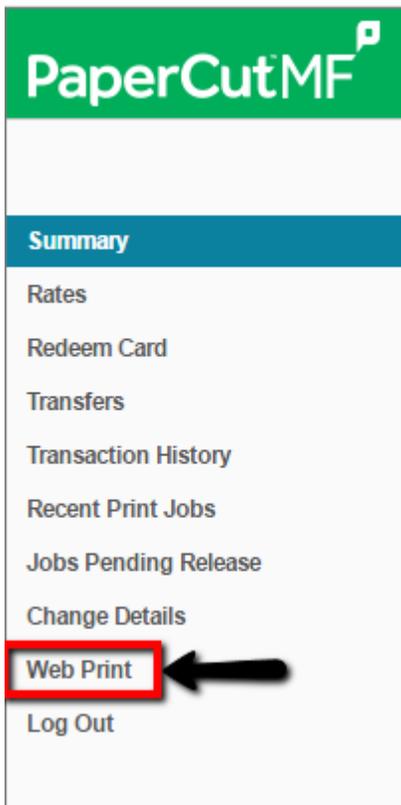*Note: Only black & white printing is available for web print.

1. Visit papercut.marigold.ab.ca
   *For iPhone users only: scroll down to the bottom of the screen and click "view in desktop mode"
2. Enter your ID and password to login, or create an account by registering as a new user
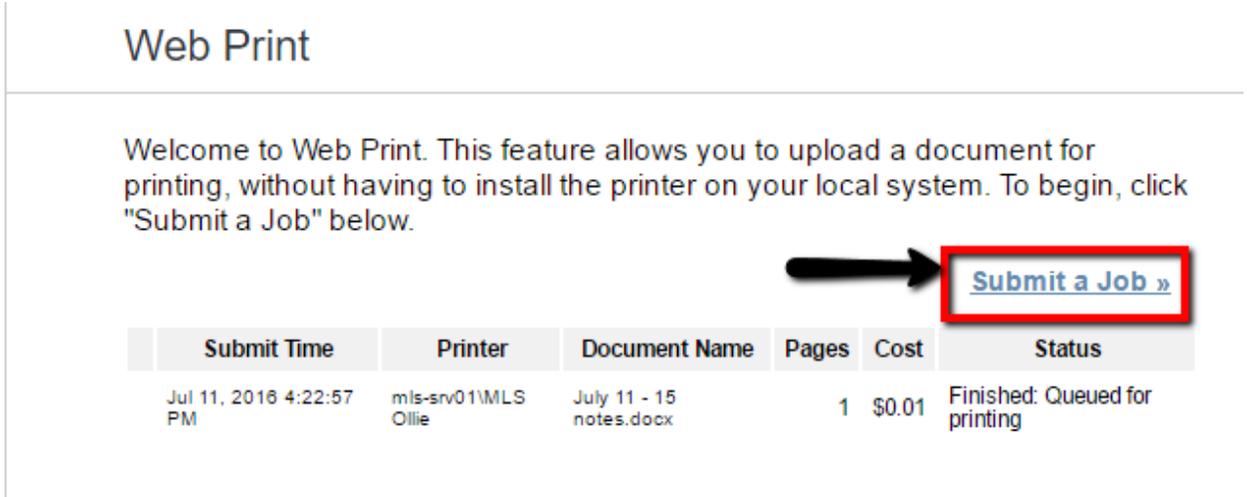

3. Once logged in, on the left hand side click on Web Print

4. Click on Submit a Job to select a file

5. Click on the down arrow and select "Airdrie Public Library"
6. Click on Select Printer

Web Print

7. Enter number of copies
8. Click on Upload Documents

Web Print

9. Click on Upload from computer
10. Select the file you wish to print
11. Click on Upload & Complete
12. Proceed to the public printer and release your job at the print release station