

Use print.kcls.org (PC, Mac, Browsers)

1. Go to print.kcls.org, select a library
2. Select the printer, Color or Black & White
3. Enter E-mail Address (required)
4. Select document
5. Click the green printer icon
6. When you see “Request has been processed”, the document will be ready to print at the library you selected

The screenshot shows three panels in a row. The first panel, titled 'Printer', has a printer icon and two radio buttons: 'Black and White' (selected) and 'Color'. Below these is a 'Details' button and cost information: 'Cost: B/W is 1 unit/page, Color is 3 units/page'. The second panel, titled 'User Info', has a user icon and an 'Email address:' label with an input field. Below is explanatory text: 'Your user information is used to uniquely identify your print jobs.' and 'Use this information to obtain your document in the library printing facility.' The third panel, titled 'Select Document', has a document icon and a 'File or URL:' label with an input field and a 'Browse...' button. Below is the text: 'Browse your computer files to select the document you wish to print.'

- [How do I print from a mobile device?](#)
- [What types of files can I print?](#)

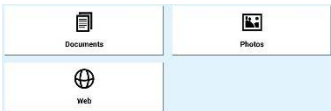


Download the App (PrinterOn):

1. Open Google Play Store or Apple App Store, download and open the app



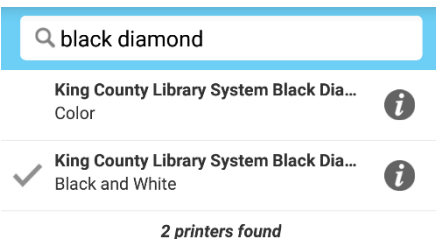
2. Select the document you would like to print



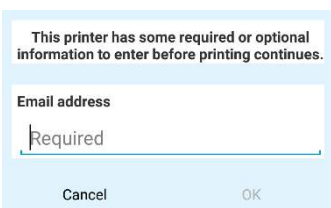
3. Search for the library where you want to send the document, use “Search” (magnifying glass)



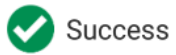
4. When you find the library you want, select to send the document in Color or Black & White



5. Input your e-mail address (required) when asked



6. When you see “Success” the document will be ready for you to schedule a curbside pickup at the library you selected.



Schedule a curbside pickup

Learn more about [curbside printing](#) . **Your print job will not be ready** unless you also schedule a curbside pickup. You may schedule a pickup through:

- [myLIBRO app](#)
- [website](#)
- [calling your local library](#)