

Using the Wireless printing portal

This portal does not work on mobile devices. If you are on a mobile device, use the PCounter email option instead.

1. Connect to the [wireless printing portal](#) and enter your username and password to log in.

Please enter your ITS username and password below on your device.

Using this service you are able to from your wireless device send documents and webpages to print.

Users with Apple and Windows Mobile devices, we recomend using the email print facility, so emailing your document(s) to pcounter@birkbeck.ac.uk (You will be invited to register your email address).

On signing in, your documents will appear - waiting to be released to the desired ITS printer.

The cost of your prints are the same as printing from an ITS workstation.

Remember to select your choosen printer from the dropdown or set your common printers through the 'My Printers' Tab

To sign in, please enter your username and password below.

Username:

Password:

You will see the 'My Print Jobs' tab where you can select your emailed document and click print.

My Print Jobs Web Print Email Print My Printers

sukhstest2 current balance: £10.00

Your print job has been added successfully. It will be processed automatically in a moment.

Upload Document To Print

N:\My Documents\Apple.doc

Supported documents include Microsoft Office, OpenOffice, PDF, JPG, GIF, PNG, TIF.

Date/Time	Filename	Pages	Status	<input type="button" value="refresh"/>
17/01/13 13:27	Apple.doc	1	Awaiting release	

To print this job, select a printer below:

ITS109ColourPrinter Advanced

Selecting the advanced tick box gives you a few additional options, for example selecting which pages to print.

3. If you want to print a web page, click on the 'Web print' tab, and enter the web address (URL) of the page you want, and once selected you are returned to the 'My Print Jobs' tab and can again choose your printer and document to print.

On this page you can also (if you are using a Windows laptop) upload a document directly from your device to the printing system, for printing.

Web Print

Use Web Print to print by uploading a document or entering a Web address.

Upload Document To Print

Supported documents include Microsoft Office, OpenOffice, PDF, JPG, GIF, PNG, TIF.

Web Address To Print

Enter for example: www.cnn.com

Note: Printing a URL will print the web page as you would see it in a web browser. If you have specific parts of a web page you want to print (eg an email) it is recommended you save the page and print it as a document.

4. If you are planning to use the service regularly, it is recommended you log in and set up your commonly used printers. If you set these you will only see these printers under the print jobs in the 'My Print Jobs' tab.

My Printers

Below are all the printers available to you. If you only use a few of the printers below, you can select them as favorite printers, and even add your own nickname for each, for example "Printer in blue building". Then only your favorite printers will show, making it easier to print frequently.

Favorite	Description:	Your printer nickname (optional):
<input type="checkbox"/>	ITS Room 109 B/W Printer	<input type="text"/>
<input type="checkbox"/>	ITS Room 109 Colour Printer	<input type="text"/>
<input type="checkbox"/>	ITS Room 411 B/W Printer	<input type="text"/>
<input type="checkbox"/>	ITS Room 412 B/W Printer	<input type="text"/>
<input type="checkbox"/>	ITS Room 422 B/W Printer	<input type="text"/>
<input type="checkbox"/>	ITS Room 423 B/W Printer	<input type="text"/>
<input type="checkbox"/>	ITS Room 457 B/W Printer	<input type="text"/>
<input type="checkbox"/>	ITS Room 536 B/W Printer	<input type="text"/>
<input type="checkbox"/>	ITS Room G26 B/W Printer	<input type="text"/>
<input type="checkbox"/>	ITS Room G26 Colour Copier	<input type="text"/>
<input type="checkbox"/>	Library ATA B/W Printer	<input type="text"/>
<input type="checkbox"/>	Library B/W Photocopiers	<input type="text"/>
<input type="checkbox"/>	Library Colour Photocopiers	<input type="text"/>