

How to...

Install PaperCut Mobility Print on Windows computers

Introduction

The Mobility Print method of connecting to the Griffith PaperCut print system is expected to work on almost any device running one of the four supported operating systems:

- Windows
- Apple macOS
- Android
- Apple iOS



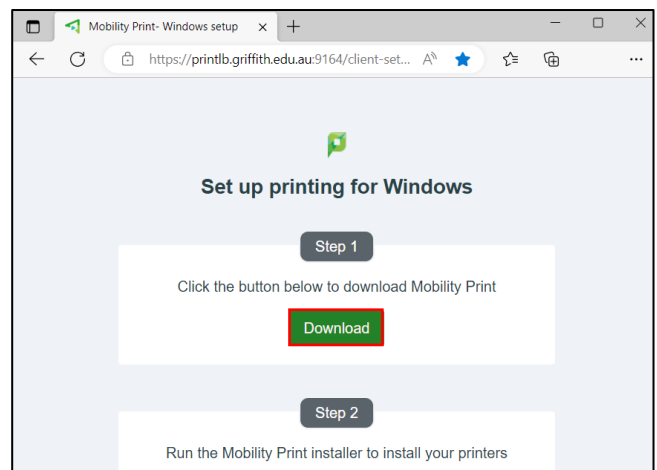
Note: Using and installing PaperCut Mobility Print will only work while connected to the Griffith network (physical or wireless on campus) or Griffith VPN.

Mobility Print is generally recommended for use on personal (non-Griffith owned) devices.

Griffith-owned devices will normally use an alternative PaperCut Print-Deploy client. That client enables use of some advanced printing features (including finishing and stapling) not supported by Mobility Print.

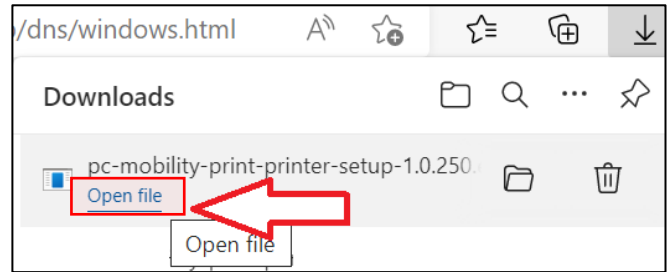
Step 1: Download the PaperCut Mobility Print client

- 1 In a web browser go to the following URL:
<https://printlb.griffith.edu.au:9164/setup>
- 2 The system will usually automatically identify the type of device you are using. Click the **Download** button.

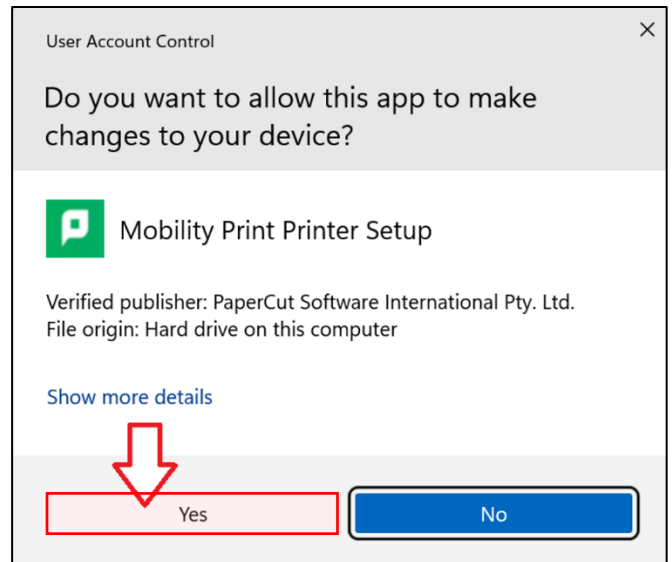


Step 2: Install the PaperCut Mobility Print client

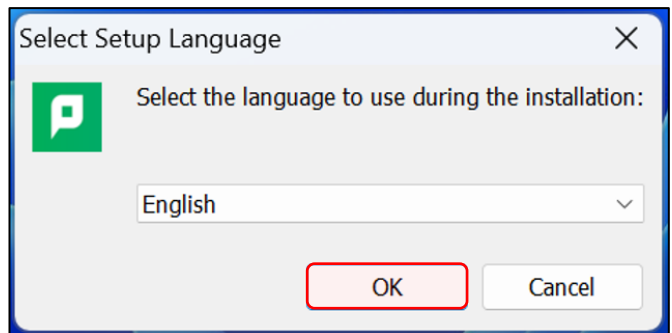
1 Open the downloaded file.



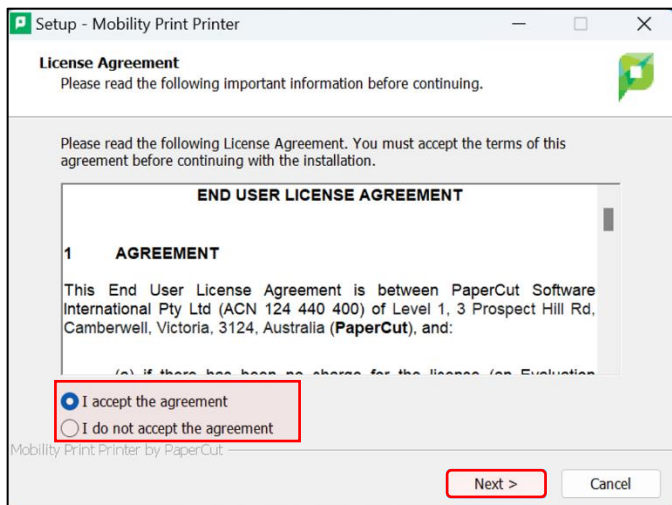
2 (If prompted) Select **Yes** to allow the app to make changes to your device.



3 Select language for the setup then click **OK**.



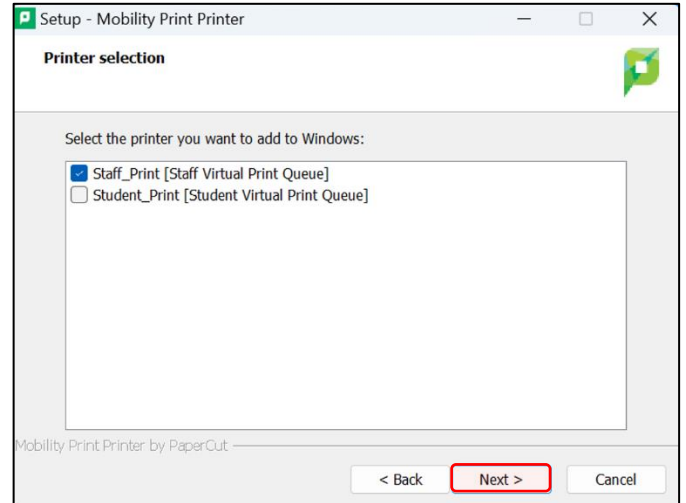
4 Read and accept the License Agreement to continue.
Select **Next**.



- 5 The system will scan for the queues that are available for you.

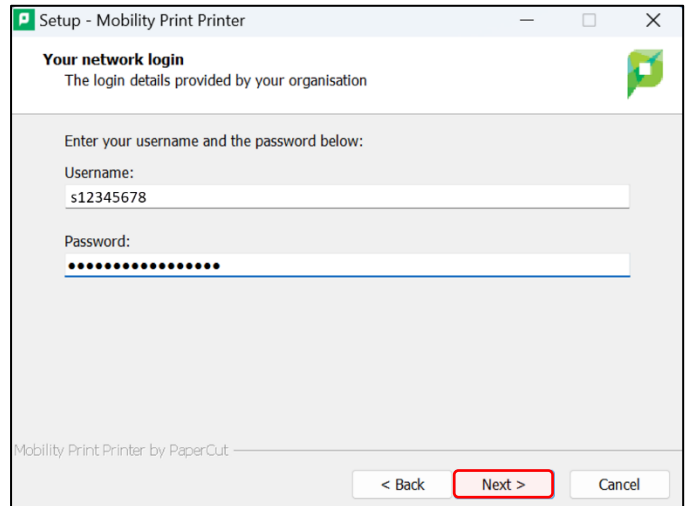
Most people will only have one queue (Staff or Student).

Select **Next**.



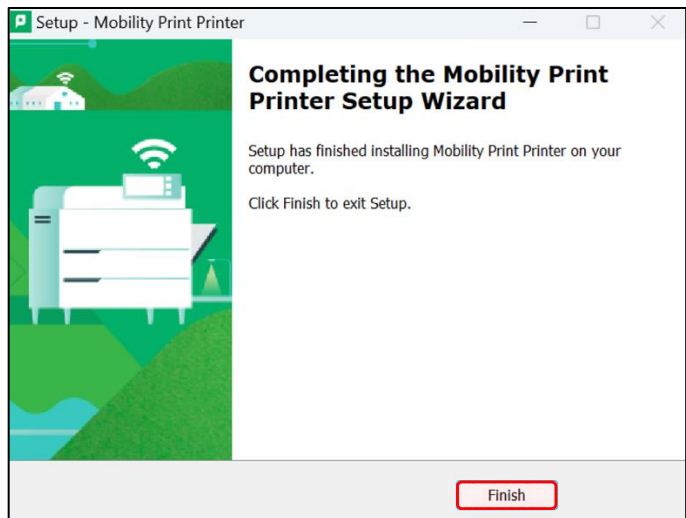
- 6 You will be prompted to sign in.

Enter your **Griffith sNumber** and **Griffith Password**.



- 7 The Mobility Print client installation will run.

Once the installation has completed, click **Finish**.



- 8 (When ready to print) Select the **Staff** or **Student** Mobility print queue (depending on your affiliation).

