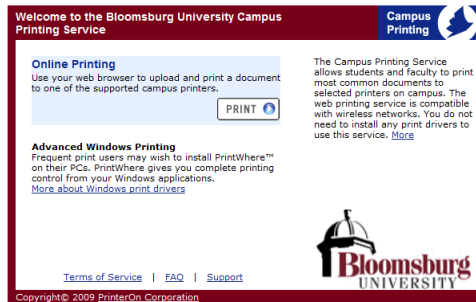
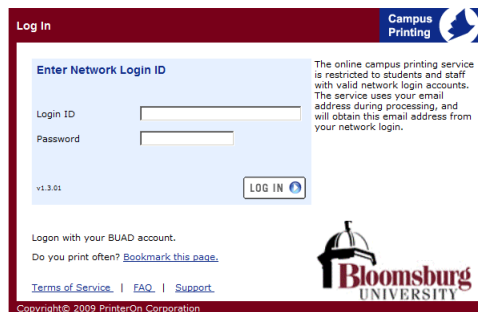


## How to Print from your laptop.

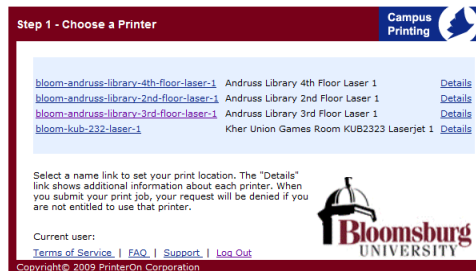
1. Launch your favorite internet browser.
2. Go to this website: <https://webprint.buad.bloomu.edu/cps>



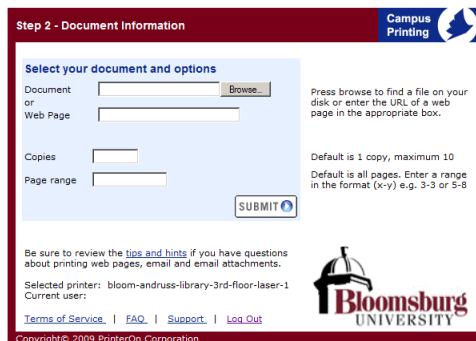
3. Click Print.



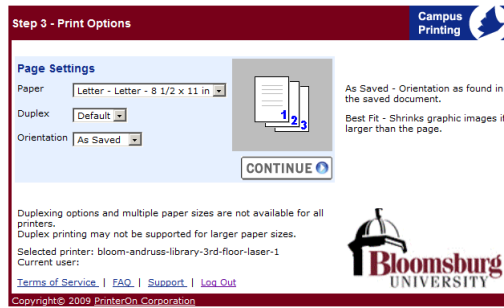
4. Enter your HuskyID username and password and click “Log In.” (example: abc12345@huskies.bloomu.edu)



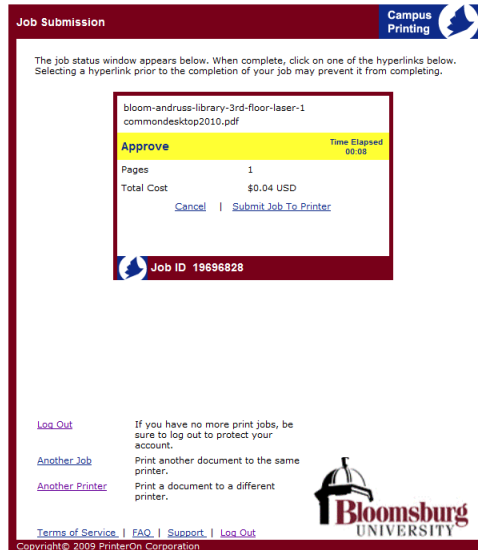
5. Pick a printer. We have a few available on campus, includes printers in the library and the Kehr Union Games Room.



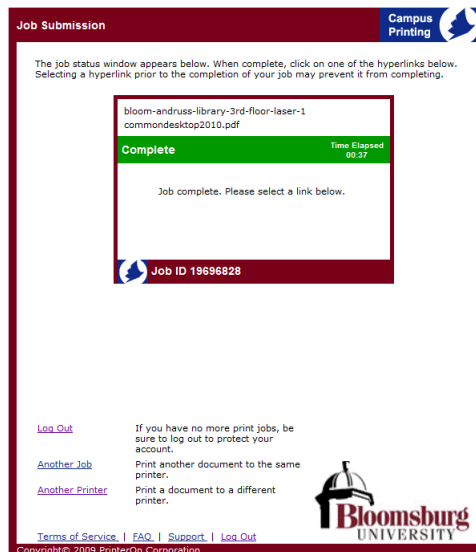
6. Browse for the document you want to print, set the copies and page ranges, if needed and click "Submit."



7. Pick the page settings, defaults are usually ok. Click "Continue."



8. It will submit your job and count how many pages will be printed. Click "Submit Job to Printer" if you're ok with the total page count and cost to be taken from your print quota.



9. When done, click "Log Out."