



## APPLE IOS WIRELESS PRINTING

### SETUP

1. Visit <https://smartalec.smartalecprint.com/smartalec?ID=PerthAmboyNJ> and set up your SmartAlec account.
2. Go to the App store and download the [SmartALEC @ Your Library] application
3. Open the SmartALEC application and sign in
4. You must accept the Library wireless printing policy
5. Enable the SmartALEC print service. You will be prompted to do this in the SmartALEC application or you may also do this in your settings

### HOW TO PRINT

**If you are printing from email follow the steps below:**

1. Locate the email that you want to print and click on 
2. Select SmartALEC from the available choices. If you do not see SmartALEC, click on the ●●● and add it to the list of available applications.
3. Click Send.
4. Your document is ready to be printed at the Library Print Kiosk.

**If you are printing from an application (such as Pages or Google Docs) or an image follow the steps below:**

5. Open the application that you want to print and select 
6. Select the print icon from the lower set of available choices. If you do not see SmartALEC click on the ●●● and add it to the list of available applications.
7. Pinch and zoom in on the print preview and select 
8. Select the SmartALEC icon from the upper set of available choices.
9. Click send.
10. Your document is ready to be printed at the Library Print Kiosk.

**If you are printing an attachment to an email follow the steps outlined below:**



11. Open the email with the attachment
12. Select the attachment and click on 
13. Select SmartALEC from the upper set of available choices. If you do not see SmartALEC click on the ●●● and add it to the list of available applications.
14. Click send
15. Your document is ready to be printed at the Library Print Kiosk.

## OPTIONS

Once you have printed your document to SmartALEC, you may open the application to find additional options such as:

- Preview your items sent to the printer
- Delete any documents you have in your print queue

Please keep in mind that documents sent to the SmartALEC printer will be available to be printed from the Perth Amboy Free Public Library printer kiosk for 7 days.