How To Print Using Laptop

You must be connected to ‘SunwayEdu’WiFi to access Mobile Print Server

Extracted from: Mobile Print: User Guide version 1.1
IT Services
Sunway Education Group
August 2015

Accessing to Login Page

1. Open web browser – Internet Explorer, Google Chrome, Mozilla Firefox, Edge, Opera or Safari.
3. Below screen will appear and click ‘PRINT’ button. (*note: Guests are not able to submit print job at this moment).

Sunway Campus Library organizes Workshops on using databases upon request. Please contact the Library for more information or if you have problems accessing the databases.

Help Desk: Tel: 03 74918622 ext 7050 / 7051
Reference Division: Tel: 03-74918622 ext.7054 / 7055 / 7056
E-Mail: library@sunway.edu.my

Sunway Campus Library
Sunway University & Sunway College KL
A Member of the Sunway Education Group
4. Enter your campus PC login ID and password.

How to send print job

1. After login, you will be directed to next page. Follow the steps displayed.

2. Choose the right printer driver from the list.

   * For black and white prints, kindly select 'Student-Follow-U-BW'.

   * For colour prints, select 'Student-Follow-U-Color'.

3. To print a document, click on 'Browse' button or copy and paste the URL web page address that you want to print on 'Web Page' field. You may change the number of copies to print at 'Copies' field and number of page range to print at 'Page Range' field. When settings are done, click 'CONTINUE' button.

4. You can choose the style of print outputs for instance, single sided, double sided, portrait, landscape and best fit. Then click on 'CONTINUE' button.
5. Document will start to submit for printing.

6. Once document is successfully submitted, a complete message will appear as below.

7. After submission is successful, you may either submit another job or 'Log Out'.

8. You may now proceed to Follow-U printer (FujiXerox) to release your submitted print job by clicking the Follow-U button.