How To Print Using Android Devices

User Guide for Samsung, HuaWei, XiaoMi and etc.

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
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How to download mobile print application

1. Go to Play Store, key-in ‘PrinterOn’ and press search.

2. Download and install mobile print application named ‘PrinterOn’.

Configure and setup mobile print (One-Time Setup Only)

1. After installation is completed, launch the ‘PrinterOn’ App
2. Select ‘Services’.

3. Click the + button to add a new service.

4. Fill-in all ‘Required’ fields:
   I. Server: mprint.sunway.edu.my
   II. Path: /cps
   III. Default Service: Set to ‘Yes’

5. Click to save.


Account Setup

1. Go back to ‘Settings’ page and click ‘User Accounts’.

2. Click + button to add a new account.

3. Fill-in all ‘Required’ fields:
   I. Account: Campus PC login ID
   II. Password: Campus PC login password
   III. Set as default user for the following services: ‘mprint.sunway.edu.my’ set to ‘Yes’

4. Click to save and newly added account appears.
Printer Setup

1. Go back to main menu and click 'No Printer Selected'.

2. Select 'Enterprise' tab and available printers will be detected.

3. If printers are unable to be detected, you may go to 'Search' tab to perform manual searching. Key-in 'Sunway' to search available printers.

4. A list of printers will appear after search is completed.

5. Select either 'Student-Follow-U-BW' or 'Student-Follow-U-Color' printer.

6. After selecting, you will redirect back to the main menu.
How to print document

1. Select a document to print. For Android you may select the files from either local Documents, Cloud storage, Photos or web sites.

2. Once the document/photo is selected, you may select the option at the top right corner of the screen. You may select the number of copies, the pages to print, paper orientation and single or duplex sided prints.

3. Once confirm, press 'Print' button at the bottom.

4. You may also view job progress at 'Print History'.

5. Once document is successfully submitted to follow-U print queue, you may proceed to printer machine to release the document.

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