Campus Wireless Printing

IMPORTANT:: Must be connected to Mount Mercy Wireless SSID

❖ To print wirelessly from a personal computer the following are the steps you need to follow

❖ Instructions to print from Apple or Android mobile device are located at the end of this document
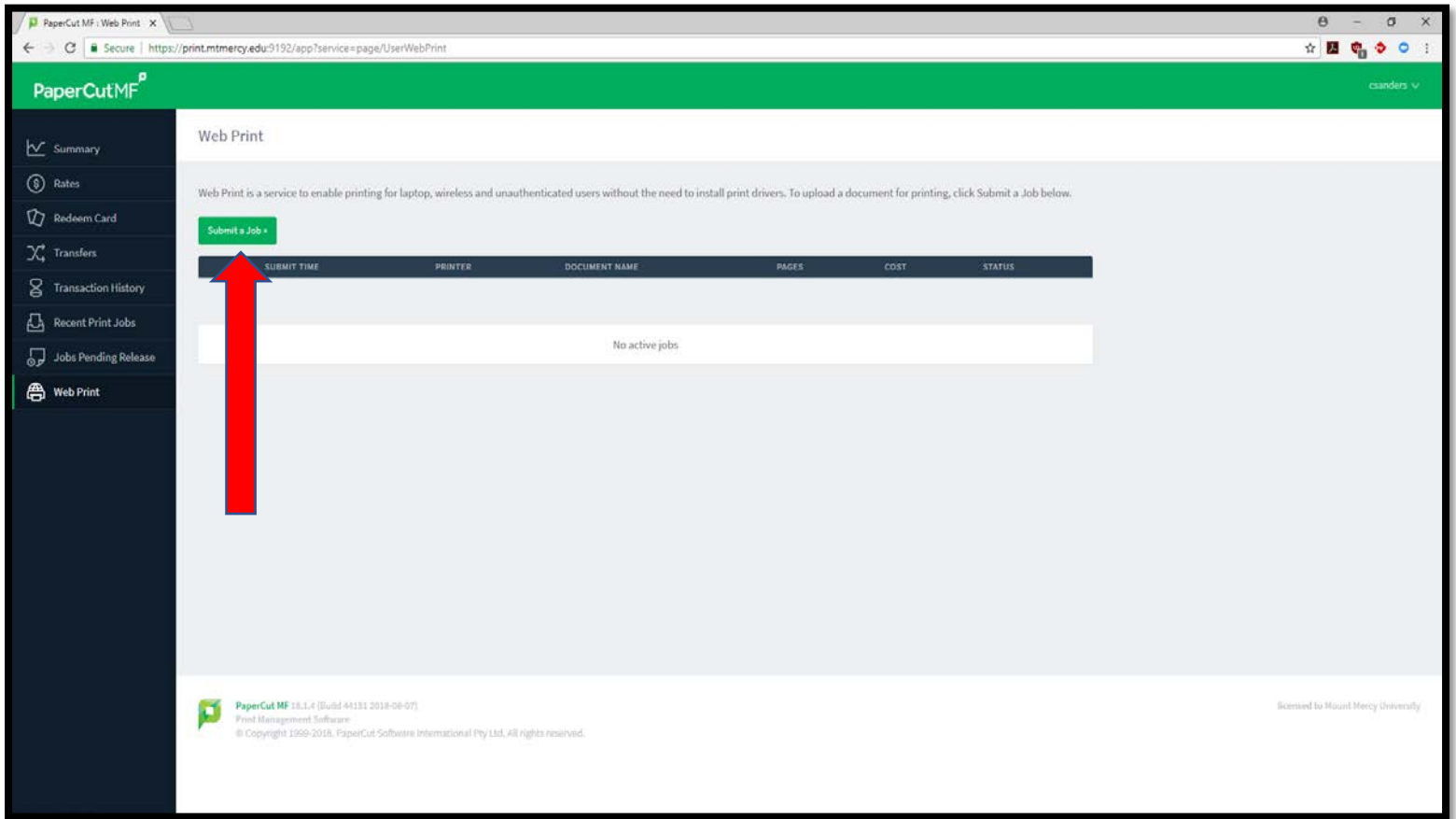

From your device go to: http://print.mtmercy.edu:9191
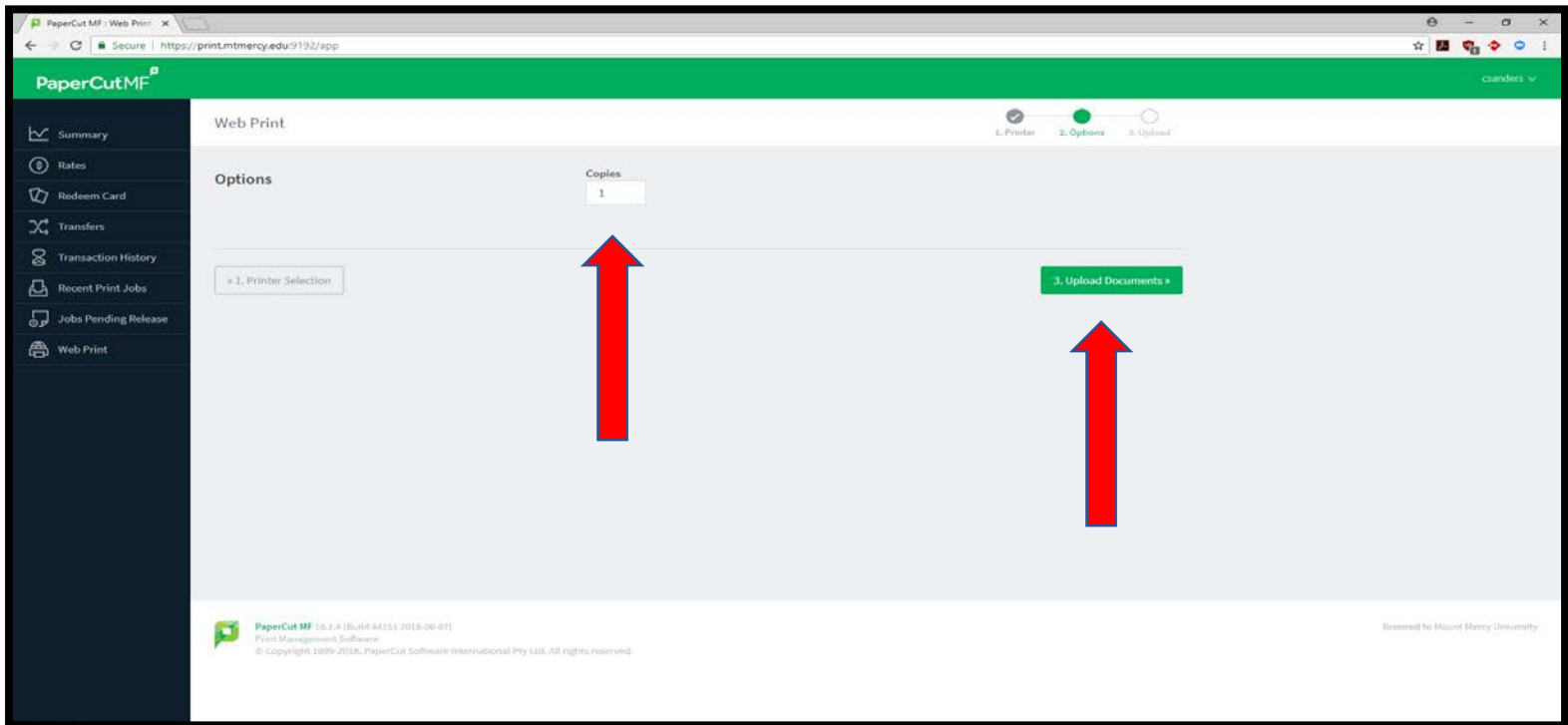
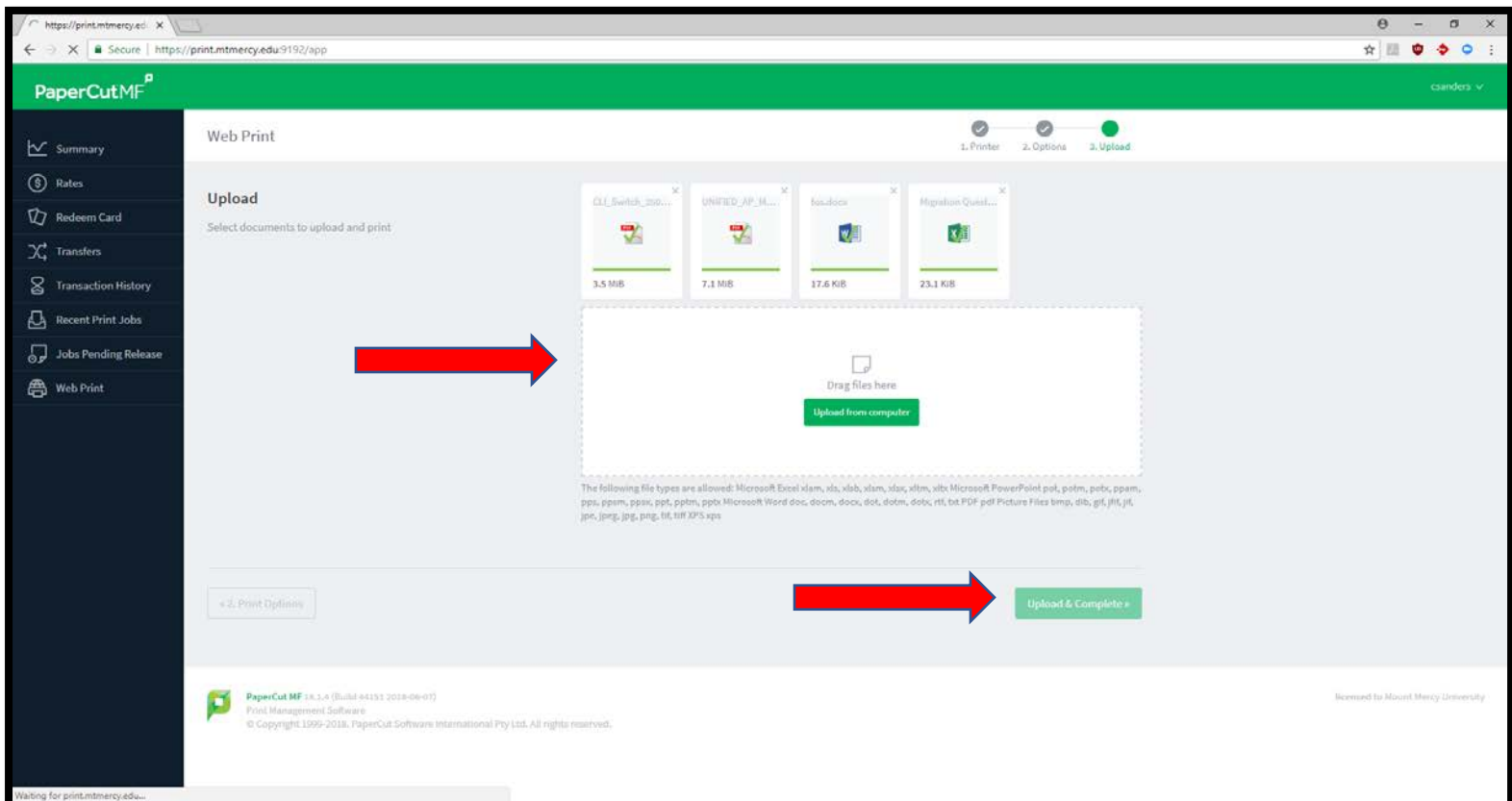- Click on **WEB PRINT**

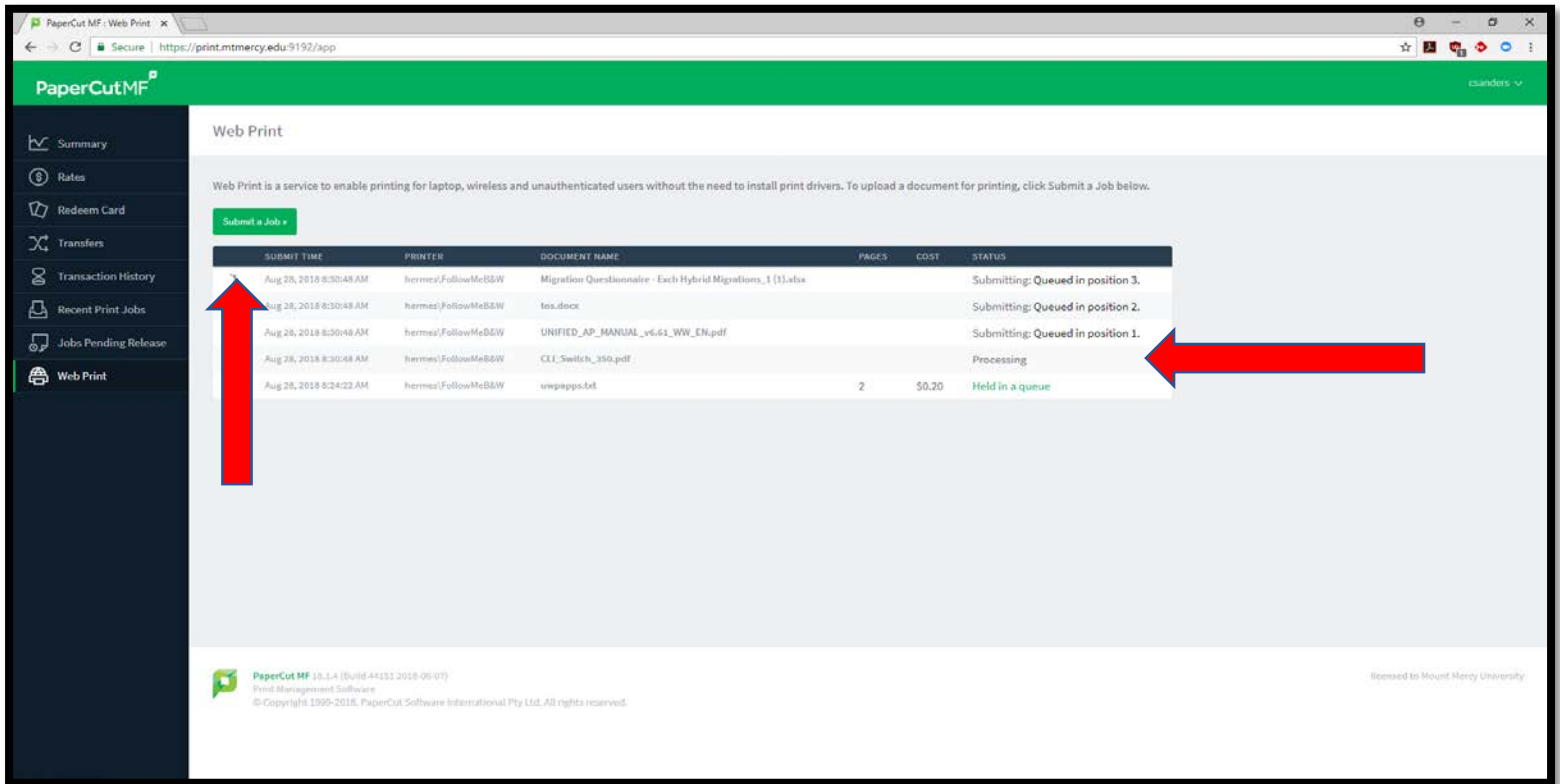- Click on **SUBMIT A JOB**

- Click on **HERMES\FollowMeB&W**
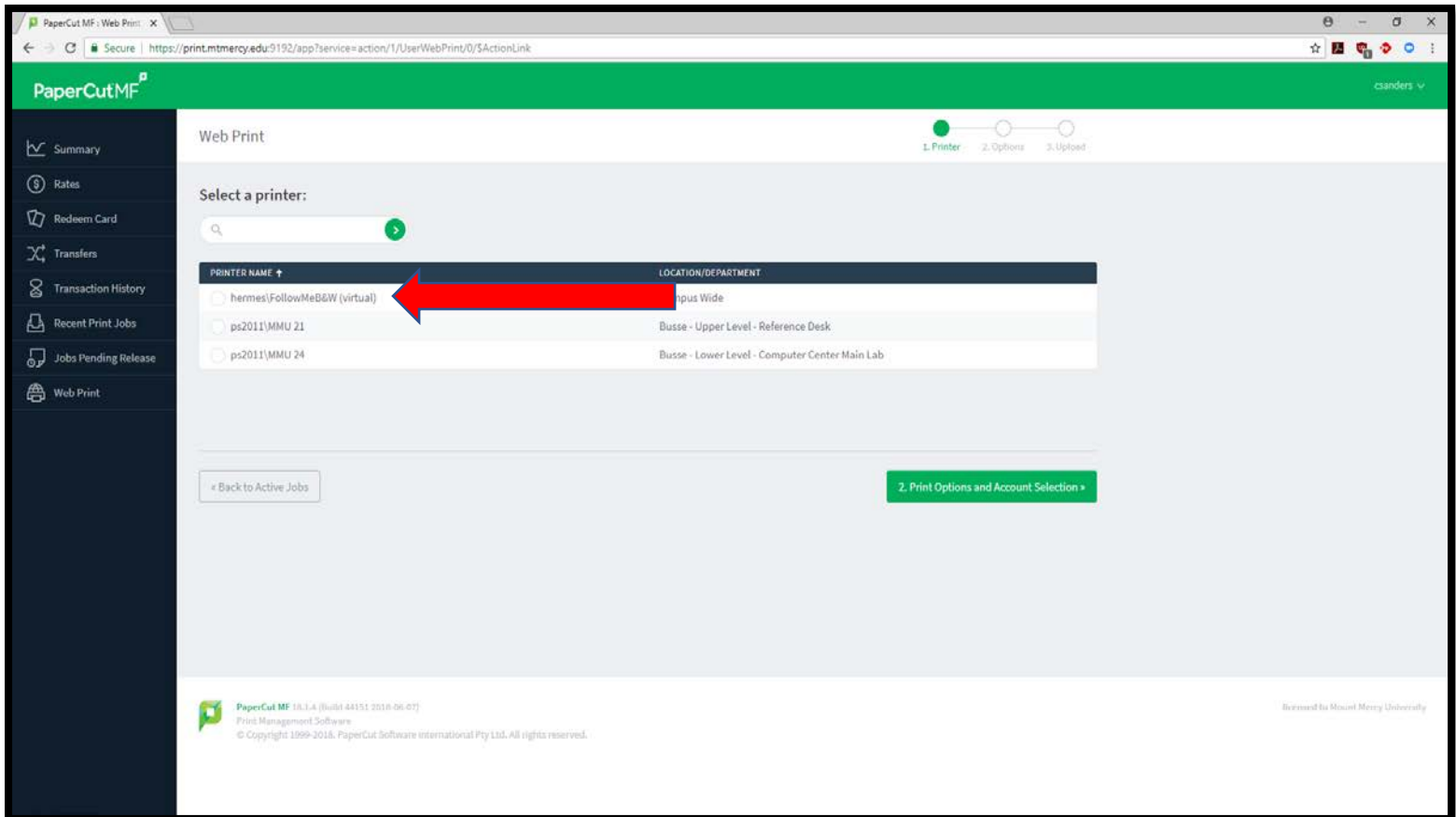
- Specify the number of copies and then click **UPLOAD YOUR DOCUMENTS**

- Drag and Drop OR Upload documents to specified area then click on **UPLOAD & COMPLETE**

- Once your documents show that they are "queued" click on **SUBMIT A JOB**

APPLE DEVICE:

From document, select the icon with 3 dots (…), select print, then select AirPrint, then select printer, you will then see FollowMeB&W or FolowMeColor printers will appear as accessible printers

Android Device:

You must download the **Mobility Print (PaperCut Software)** app from the Play Store. Once app is downloaded HERMES\FollowMeB&W should appear as an accessible printer

❖ **Once the document(s) have been submitted find a printer on campus, login with your MMU credential and then release documents**