Wireless Printing Instructions: (iPhone and iPads print via Airprint - click here)

___

Supported documents include Microsoft Office, OpenOffice, and the following file formats: pdf, jpg, gif, png, tif, and bmp.

___

Open your browser and type the following in the address bar: myprint.tru.ca

You are directed to the following login page where you must enter your TRU network login credentials (same as logging in to lab computers and TRU wireless networks).
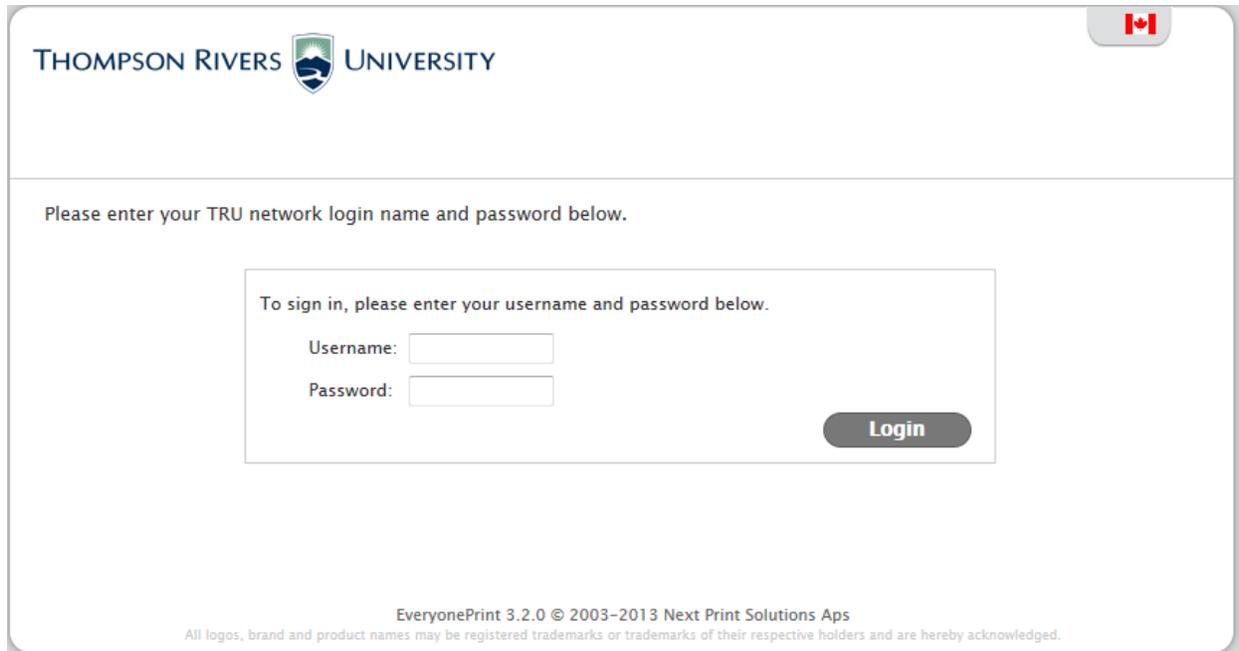
THOMPSON RIVERS UNIVERSITY

Please enter your TRU network login name and password below.

To sign in, please enter your username and password below.

Username: [   ]

Password: [   ]

Login

EveryonePrint 3.2.0 © 2003-2013 Next Print Solutions Aps
All logos, brand and product names may be registered trademarks or trademarks of their respective holders and are hereby acknowledged.

To print a local document, browse to the file on your computer to upload, and click next.
To print a webpage from a web address, use the "Web Print" tab, enter the web address, and click next.
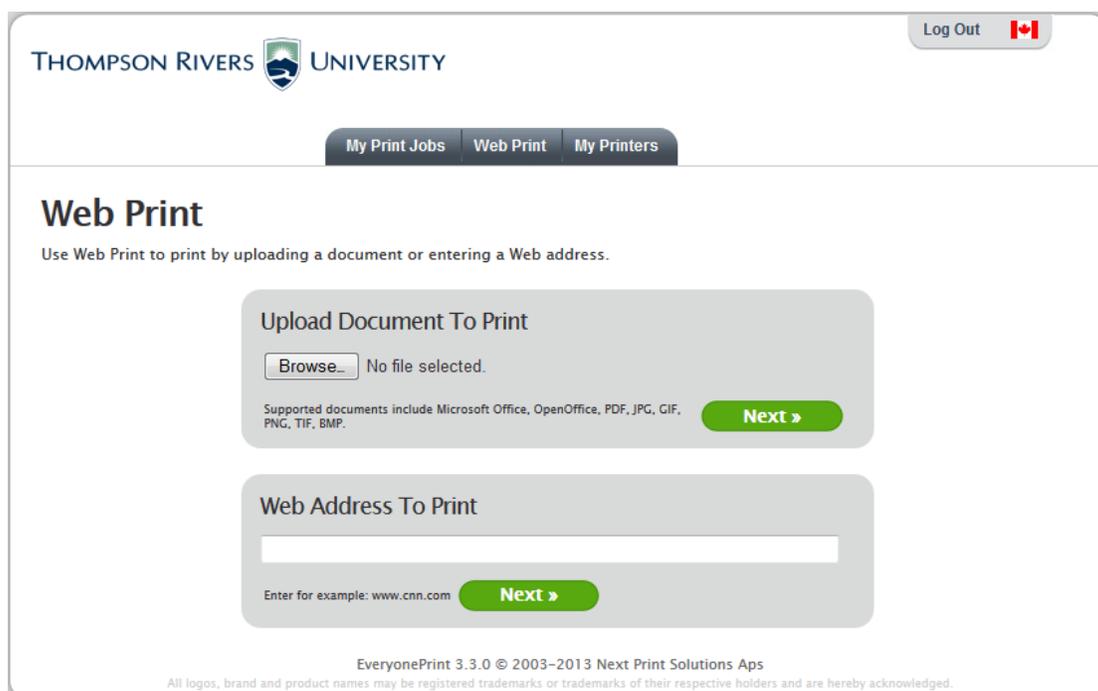
Log Out

THOMPSON RIVERS UNIVERSITY

My Print Jobs | Web Print | My Printers

Web Print

Use Web Print to print by uploading a document or entering a Web address.

Upload Document To Print

Browse…   No file selected.

Supported documents include Microsoft Office, OpenOffice, PDF, JPG, GIF, PNG, TIF, BMP.

Next »

Web Address To Print

[   ]

Enter for example: www.cnn.com   Next »

EveryonePrint 3.3.0 © 2003-2013 Next Print Solutions Aps
All logos, brand and product names may be registered trademarks or trademarks of their respective holders and are hereby acknowledged.

You will see a message to say the print job has been added successfully. Click on the dropdown with the printer name to which you want to send your file to, Click in the "Advanced" checkbox if you need additional printer options. By default the printer is set to print double-sided. Your print job will be held in the print queue for 60 minutes. Take your paper with you to the lab where the printer is located, select your job on the Print Release Station, and then click Print.

The My Printers tab lets you save your preferred printers, give them nicknames and see only those printers in the My Print Jobs and Web Print tabs.

iPhone and iPad Printing Instructions:

Requirements:
- *Connect to the Eduroam wireless network to see available Airprint printers.*
- *iOS v4.3 or later*

Once you select Print on the desired document or picture on your iOS device you can choose which printer you want to print to and how many copies. Take paper with you to the lab where the printer is located and select your print job on the Print Release Station beside the printer, then print.

**If you receive the message "No Airprint printers found." Wait a minute to allow the list to populate.
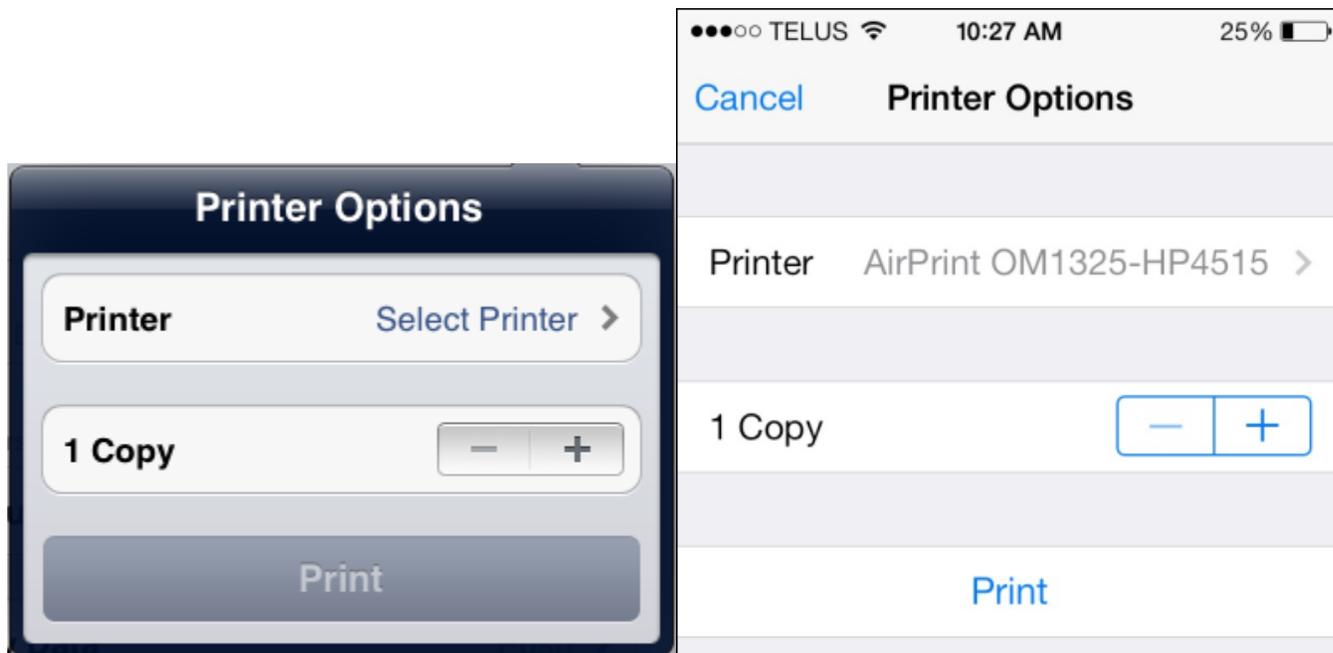
Once you select a printer you will need to authenticate by entering your network account, then click continue.