Wireless / Mobile Printing

Print from your computer or mobile device using MyPrint Center:

1. Open any web browser (Safari, Chrome, Firefox etc.) and navigate to **https://printing.salve.edu/myprintcenter**

2. Logon with your Salve credentials.

3. Click on the Upload button and locate the document(s) you would like to print and press "open."

4. You should now see the document(s) listed in the queue.*

5. Go to any of the print stations and release the print job using your Salve ID card.

Alternatively, you can send an attachment using your Salve email address:

1. From within your Salve email, create a new message and attach the document(s) you would like to print.

2. Email the document(s) to: **printing@salve.edu**

3. When your prints are ready, you should receive a confirmation email from "Pharos Mobile Print" *(*Note: If this is the first time sending a print job to printing@salve.edu, you will receive a welcome email to register your Salve email address. Once registered, you will see the print job in the queue.)*

4. Go to any of the print stations and release the print job using your Salve ID card.

* by default all documents print Black and White.

To print a color document, log into **https://printing.salve.edu/myprintcenter** with your Salve credentials; select the document(s) you wish to print; under "Print Options" on the bottom right side of the page, select "color" from the drop-down.
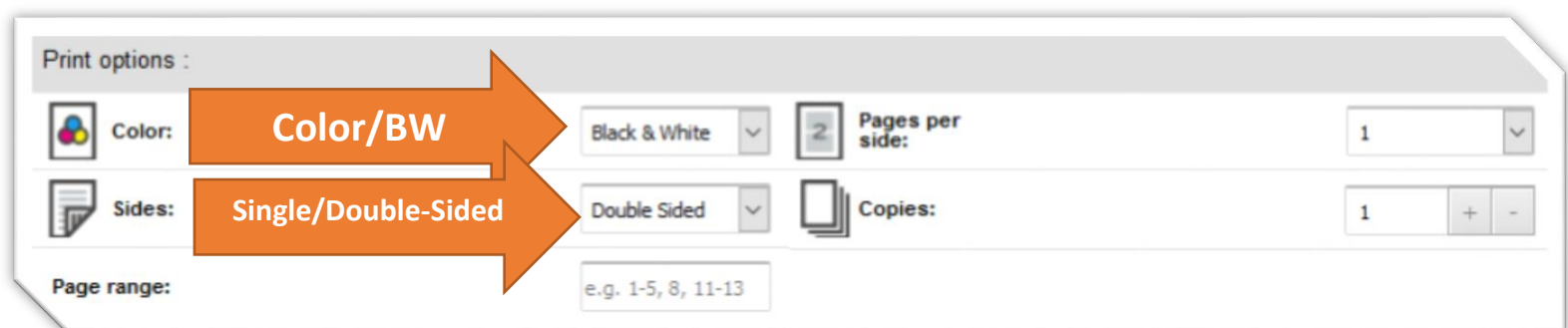
Campus Printer Locations:

- **McKillop Library** - Garden Level, 1st, 2nd and 3rd floors
- **O'Hare Academic Building**-1st floor across from Jazzman's; 2nd floor across from the Nursing lab
- **Miley Hall** - Garden Level across from the Salve Bookstore
- **Wakehurst** - Garden Level across from the student mailboxes

McKillop Library