

How to...

Print Remotely to the Elk Grove Village Library

- 1 Open an internet browser (Chrome, Firefox, Safari, etc.) and go to <https://bit.ly/egvpl-eprint> or scan the QR code. →
- 2 Click Select File to upload the file you wish to print.

Select File

Drag and drop your files here or

Select File



- 3 Indicate the number of copies, B&W or color, one-sided or two-sided, paper size, and page range you'd like to print.
- 4 Enter Guest Name or Library Card Number under the User Info field. Optionally, also enter email or phone number for receipt.

User Info

REQUIRED:

OPTIONAL:

OPTIONAL:

Submit

- 5 Click Submit.
- 6 Once confirmed, go to the Print Release Station in the Adult computer lab and type in the guest name or library card you entered during step 4.
- 7 Select the document(s) and add funds as necessary for release. Print jobs are held in the print queue for 24 hours before being automatically deleted.

Questions?

Call the Computer Monitor at (847) 439-0447 ext. 223



ELK GROVE VILLAGE LIBRARY
1001 Wellington Avenue
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Website: www.egvpl.org