

Printing From Anywhere (Upload)

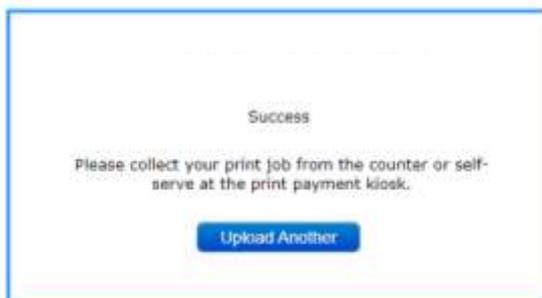
- Go to your internet browser
- Type in the URL for the print upload, either <https://devon.docprint.uk> or <https://torbay.docprint.uk>
- A log in box will appear on screen

A screenshot of the "Devon Libraries Cloud Printing" login page. It features a title, a prompt to enter login details, and three input fields: "Username", "PIN", and "Library" (a dropdown menu showing "Horniton Library"). A blue "Login" button is positioned below the fields.

- Type in your library membership number and PIN and select your library
- An upload box will appear on screen

A screenshot of the file upload page. It displays the text "Please upload a file" above a "Choose File" button. To the right of the button, it says "No file chosen". Below the button is a blue "Upload File" button.

- Select the **Choose file** button
- Browse for the document you wish to print and select **Open**
- Click **Upload file**
- You will see the following message on screen:

A screenshot of a success message. It says "Success" at the top, followed by the instruction "Please collect your print job from the counter or self-serve at the print payment kiosk." and a blue "Upload Another" button at the bottom.

- Your document is now in the print queue ready for you to pay and release at the library counter when you visit the library for the next 24 hours.

