

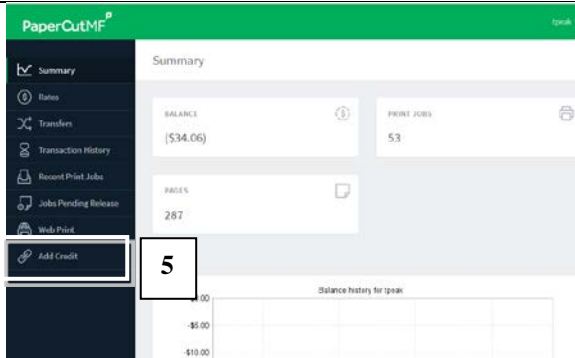
UIW Print from the Web

You can print from virtually anywhere with the web print service.

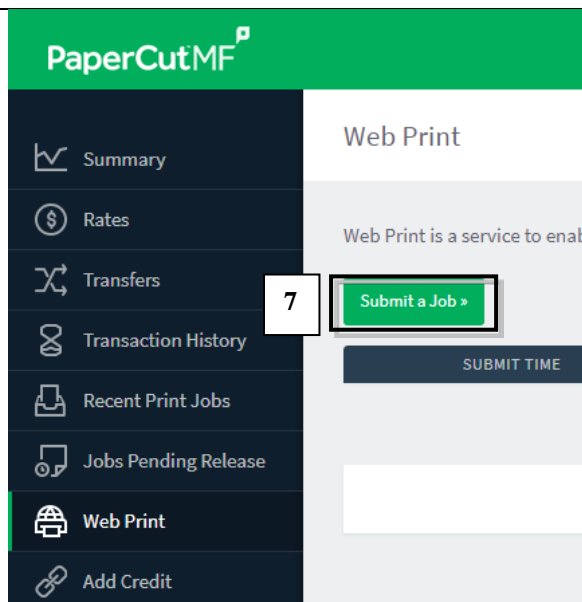
Install the Software



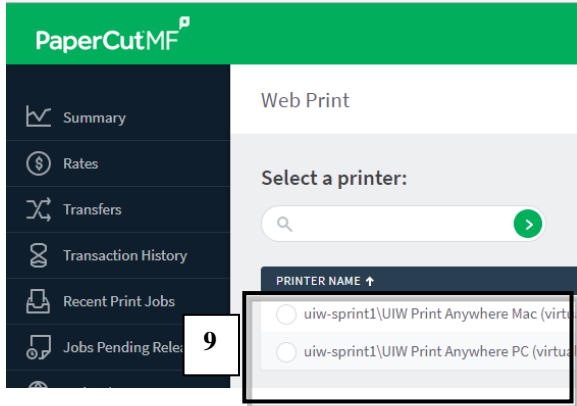
1. To access the web print service, go to <https://uiwprint.uiwtx.edu>
2. Enter your **UIW login credentials** (username and password)
3. Click **Login**



4. The *Summary Page* opens
5. Choose **Web Print** from the left side

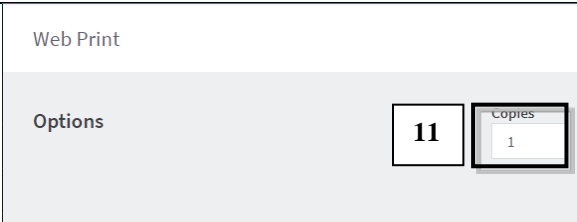


7. To upload a document for printing, click **Submit a Job.**



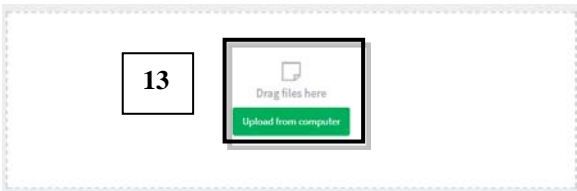
9. Select one of the print anywhere printers, **Mac or PC,**
10. Click the **Print Options and Account Selection** button on the right

2. Print Options and Account Selection »



11. Choose the *number of copies you need*
12. Click the **Upload Documents** button on the right

3. Upload Documents »



13. You can drag-and-drop files into the *Drag files here* section, or click the **upload from this computer** button
14. Click the **Upload & Complete** button on the right

Upload & Complete »

SUBMIT TIME	PRINTER	DOCUMENT NAME	PAGES	COST	STATUS
Aug 22, 2017 6:41:28 P	uiw-sprint1\UIW Print Anywhere PC	PCPrint.docx			Rendering job ...

15. Your document(s) will be placed in the *hold queue*
16. Choose a *printer* to log in and print the document.