

To learn about the Mobile Phone printing, take a look at this HP web site:

<http://www.hp.com/global/us/en/eprint/public-printing.html> . It contains several videos that explain how the app works. The important things to know are:

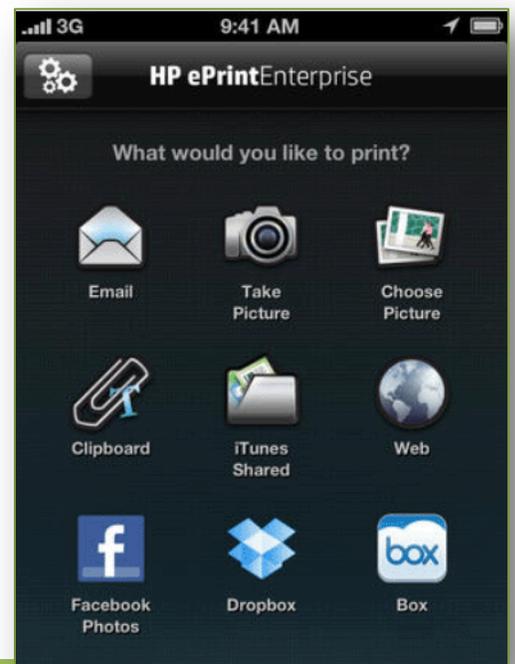
- It can handle file names that contain special characters
- You can choose to print at Foothill, Middlefield or De Anza and use your ePRINTit account to pay for the printing.

1. On mobile devices such as smartphones and tablets, simply install the **HP ePrint Enterprise** app.
 - The HP ePrint Service app is free and includes versions for Apple iPhones and Android devices. Users can find it at [iTunes App store](#) or [Google Play](#). It is also available for Blackberry mobile devices from [BlackBerry App World](#).
 - The first thing the app asks for is your email address. In order to use the funds in your ePRINTit account to pay for printing documents sent from this application, it is very important that you use your Preferred Personal email address that the college uses to communicate with you.
 - Follow the on screen instructions to install the application.

Important: The app to download is the **HP Enterprise App**. Look for this logo to verify you have installed the correct one.

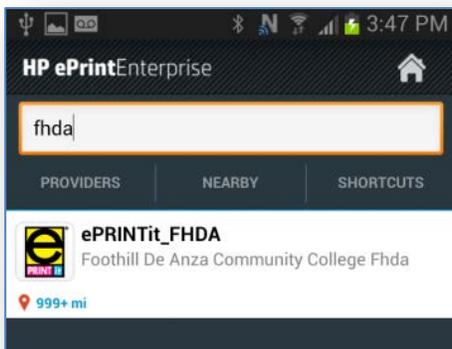
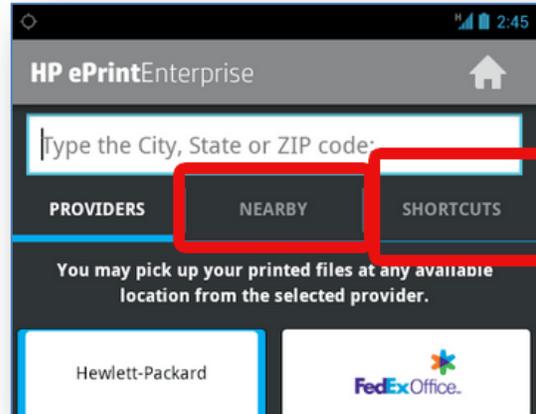


2. After installing the app, the main screen (to the right) will display. Touch the email icon where you will provide the setting to your e-mail account(s).
3. To send an email and its attachment(s) to ePRINTit, simply access the email icon to select you e-mail and select the email from the emails displayed.
4. Note, you can also send documents stored in Dropbox and photos from your device and Facebook. Some applications installed on your mobile device will now have an option to print to ePRINTit. Simply select File and then Print. I use "Docs to Go" and found I could print documents stored there.
5. Once you select the document, follow the prompts to the point of selecting where you want to print. A list of local



stores will display.

- 6. Touch Nearby. It is at the top of the Android screen and bottom of the Apple screen. Here you will see ePRINTit_FHDA at the top of the list. If it doesn't display, simply type in FHDA and it will display.
- 7. Select ePRINTit_FHDA and you will be able to print your document(s) at any of the printers on either campus. You will then be able to pay for the printing using your ePRINTit account.



8. The next time you send a document to print select Shortcuts and the ePRINTit_FDHA location will display.

9. When the document is sent, you will receive an 8 digit release code on your phone and in an e-mail. Note the release code is only valid until the date listed.

- 10. When you print at a release station, select Print Using HP Public Network (bottom middle on selection screen). You will be asked to enter your release code. You can then select which documents you want to print.
- 11. After the preview, you can select Pay to Print and the cost of the printing will be deducted from your ePRINTit account.

