Usermanual Everyone Print

Mobile Printing

TU Delft

Xerox

© 2019 Xerox Corporation. All rights reserved. Xerox® and Xerox and Design® are trademarks of Xerox Corporation in the United States en/or other countries.

Other company trademarks are also acknowledged.

Table of contents

Introduction 4

Print from Apple Smartphone / Tablet (iOS) 5

Print from Android Smartphone / Tablet 9

Print from Windows Smartphone / Tablet 13

Print from your device via Web 14

Introduction

The Xerox multifunctional Printers have different functionalities.Including the 'Everyone Print-Mobile Printing' printfunctionality.This feature allows you to use an app on to send your smartphone or tablet print jobs.

In combination with the ' Follow Me ' function you can get these print jobs at the nearest Xerox multifunctional PrInter.

This document explains how to install and configure the app on different OS platforms.

Print from Apple Smartphone/Tablet (iOS)

Introduction

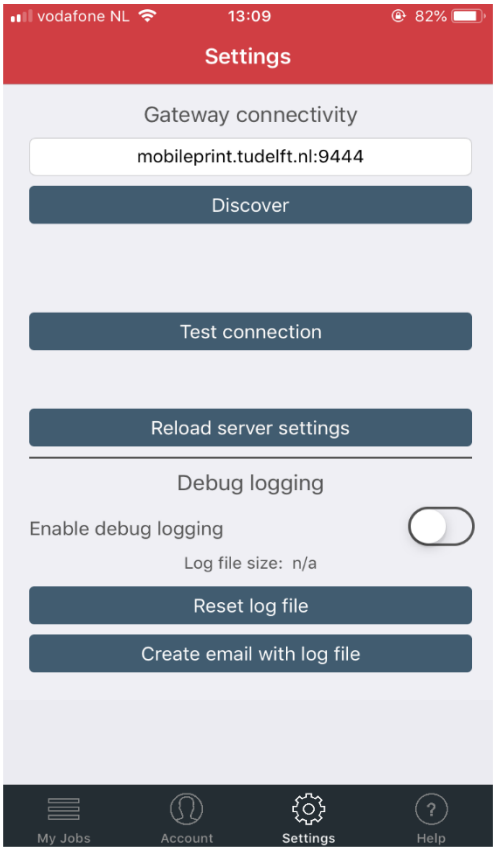
You want to send a print job to a Xerox Multifunction Printer via the Everyone Print app (IOS).

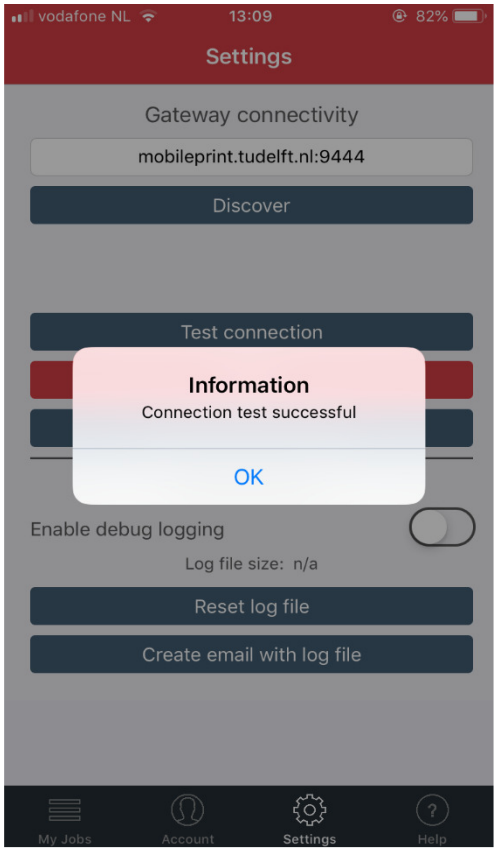
Conditions

- Your device is connected to the Internet.
- The printers are equipped with the ‘Follow-me’ printing functionality.

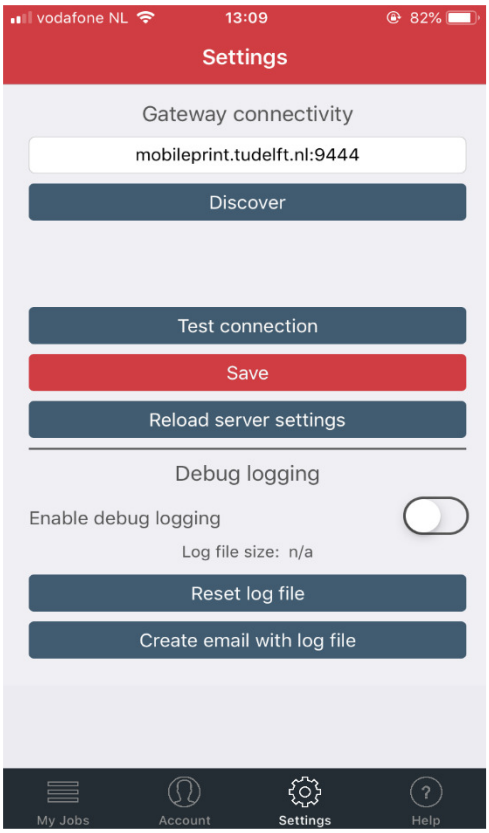
Statement

1. Go to the Apple store and install the app "EveryonePrint". The app is from the developer: Next Print Solutions.
2. Open the App.
3. Go to the "Settings" tab and under "Gateway connectivity" Enter the following: mobileprint.TUDelft.nl
4. Click [Test connection]



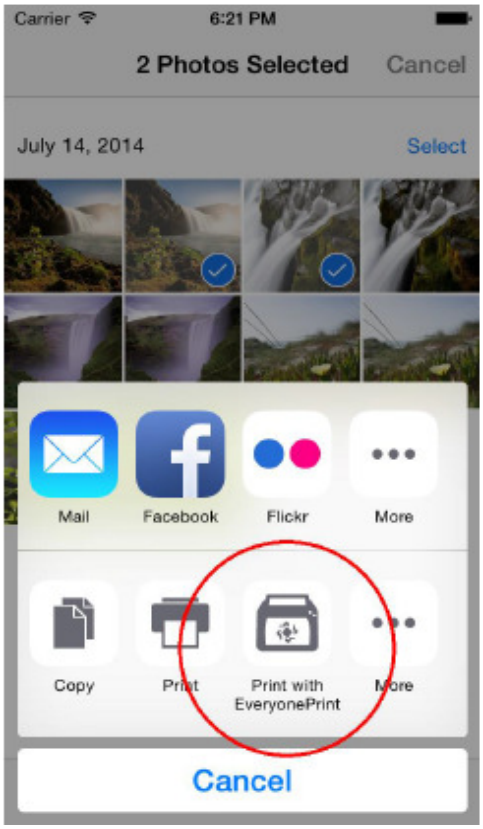


5. If the message "Connection test succesful" appears, click [OK] followed by [Save].
    a. If you have an error message, double check the URL you entered and adjust the text.

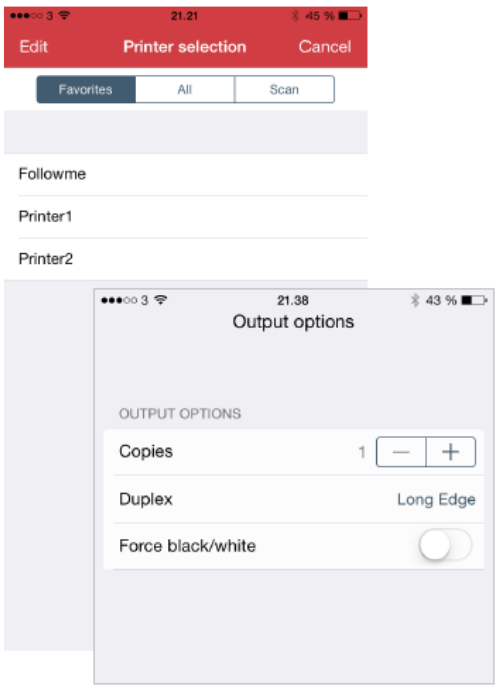


6. Go to the "Account" tab.
7. Please sign in with your NetID (Account) and password.

8. Now you can in any application that supports "sharing" on "sharing via.." or "opening in..." Click and choose [Print with EveryonePrint].



9. You get the printer name: “Followme”. Select this printer and the desired output options.



10. Authentication is enabled, so you are prompted to enter your NetID (Account) and password. This information is sent to the Mobile Print server for validation.

11. The printjob will be sent to the "Follow-Me", where the job is kept safe until a Xerox multifunction printer released the job by logging in with your campus card.

Printing from Android Smartphone/Tablet

Introduction

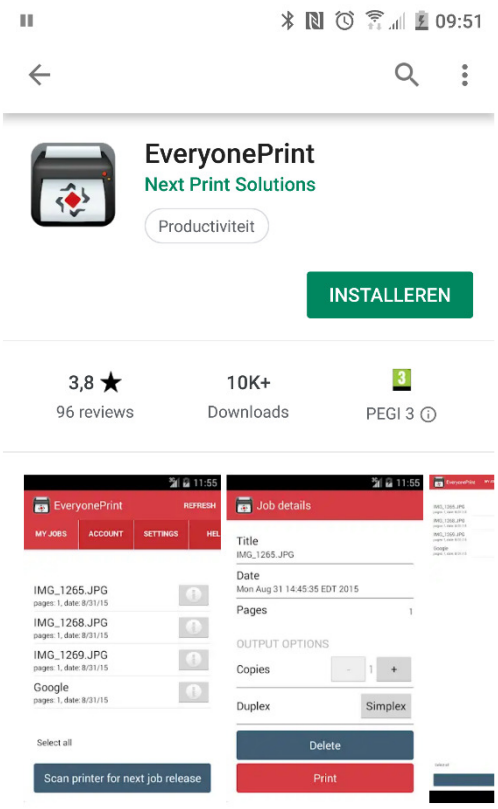
You want to send a print job to a Xerox multifunctional Printer via your Android device (Smartphone or tablet).

Conditions

- Your device is connected to the Internet.
- The printers are equipped with the ‘Follow-me’ printing functionality.

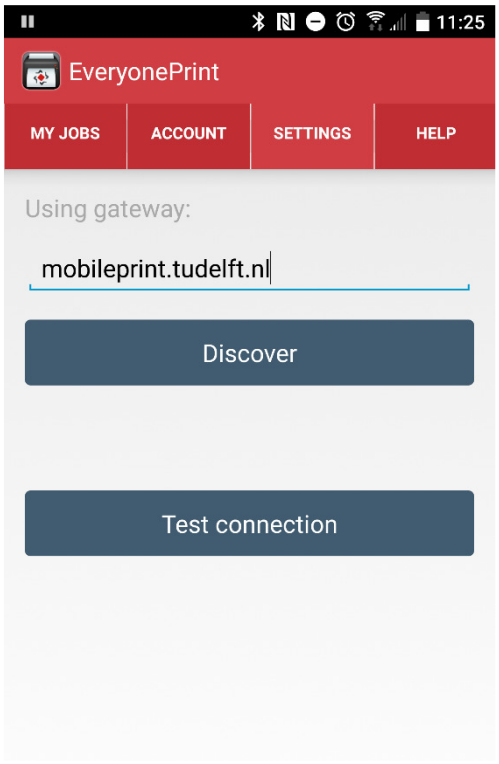
Statement

1. Go to the Google Play store and install the app "EveryonePrint". The app is from the developer: Next Print Solutions.

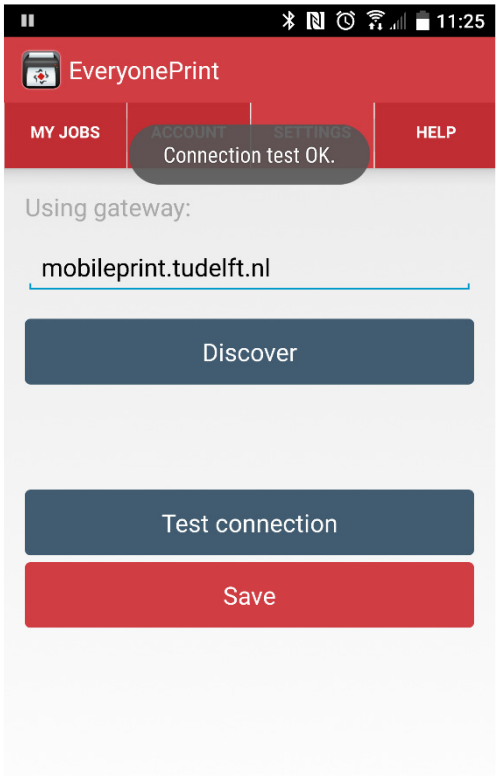


Mobile en printen zonder drivers samen met uw EveryonePrint server.

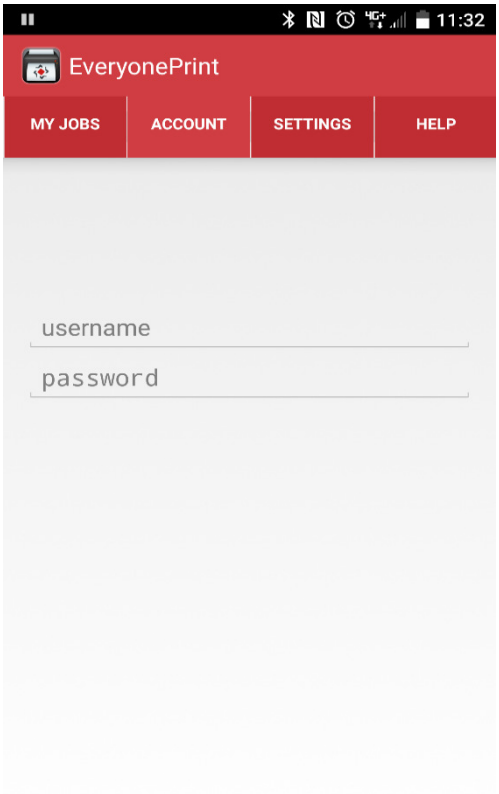
2. Open the app.
3. Go to the "Settings" tab and enter the following under 'Using Gateway ': mobileprint.TUDelft.nl



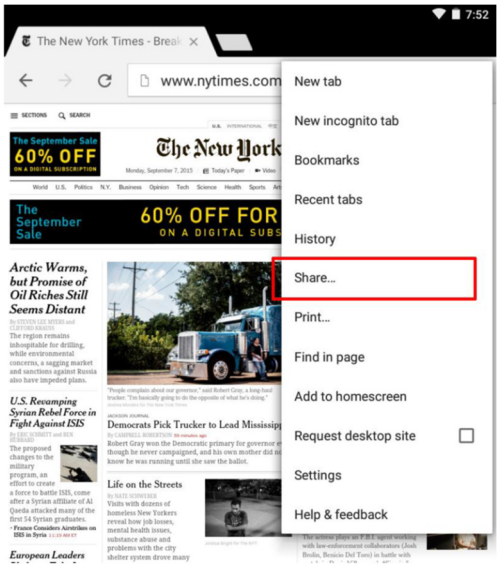
4. Click [Test connection].
5. If the message "Connection test OK" appears, click [Save].
    a. With an error message double check the imported URL and adjust the text.

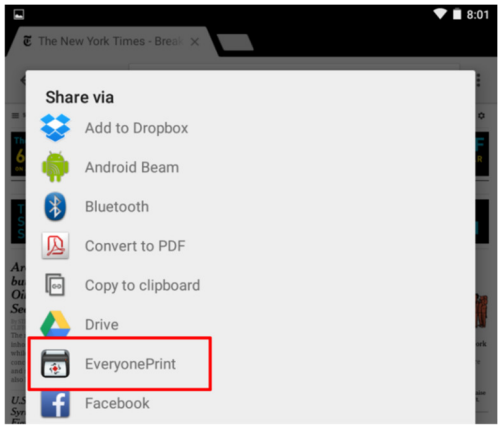


6. Go to the "Account" tab.
7. Please sign in with your NetID (Account) and password.



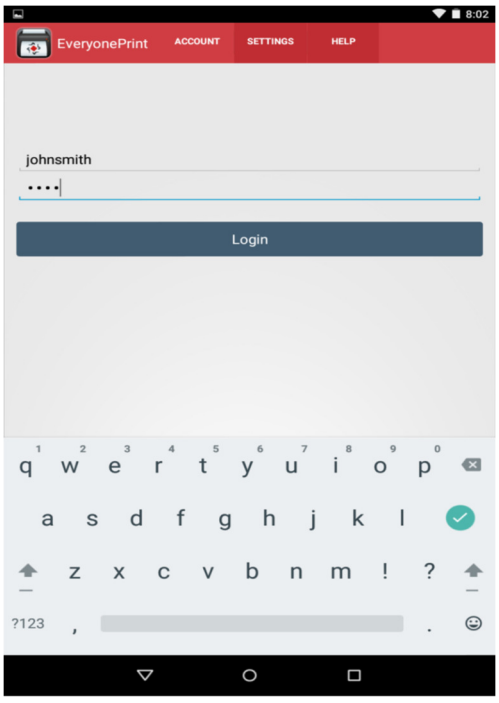
8. Now you can in any application that supports "sharing" on "sharing via.." or "opening in..." Click and choose EveryonePrint.





9. You get the printer name: Followme to see. Select this printer and the desired output options.

10. Authentication is enabled, so you are prompted to enter your NetID (Account) and password. This information is sent to the Mobile Print server for validation.



11. The printjob will be sent to the "Follow-Me", where the job is kept safe until a Xerox multifunction printer released the job by logging in with your campus card.

Printing from Windows Smartphone/Tablet

Introduction

You want to send a print job to a Xerox multifunctional Printer via your Windows device (Smartphone or tablet).

Conditions

- Your device is connected to the Internet.

Statement

1. Go to the Microsoft Store and install the App "EveryonePrint". The app is from Next Print Solutions.
2. Open the app.
3. Configure the APP with the following settings:
    - mobileprint.tudelft.nl
    - Sign in with your NetID (Account) and password
4. Go to the App you want to print
5. Select "Open With..." On the item you want to print and select this app

Printing from your device the Web

Introduction

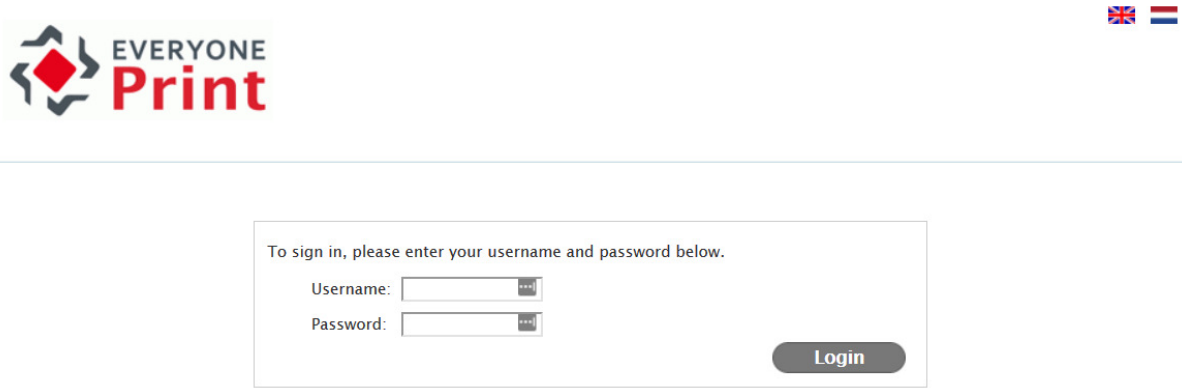
You want to send a print job to a Xerox multifunctional via the website.

Conditions

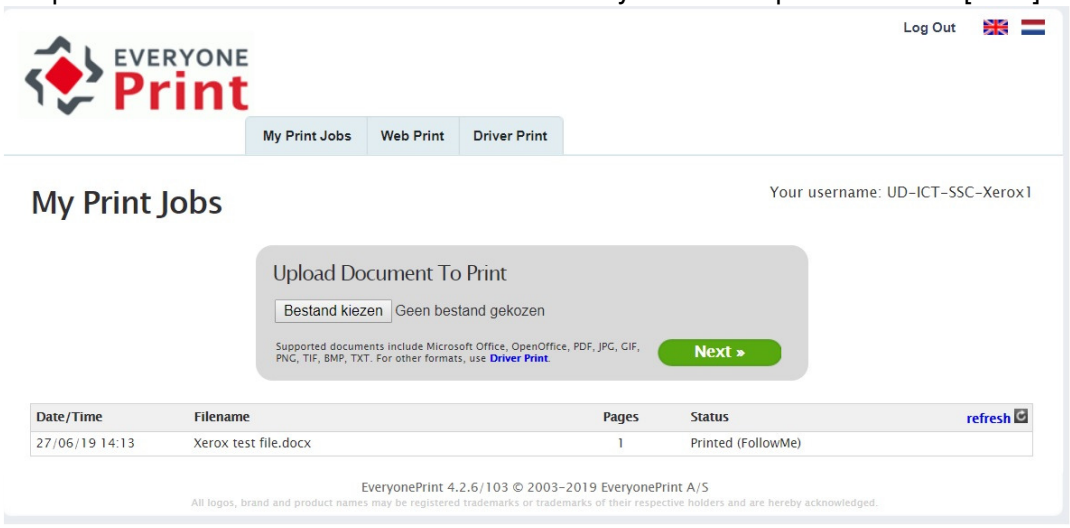
- Your device has a browser.
- Your device is connected to the TU Delft network.

Statement

- Open a browser and go to the URL below:
- https://mobileprint.tudelft.nl
- Sign up with NetID (Account) and password.



- Upload the file or enter the web address that you want to print and click [Next]



The printjob will be sent to the "Follow-Me", where the job is kept safe until a Xerox multifunction printer released the job by logging in with your campus card.