1. Connect your device to the UWS Student Wireless Network (see http://www.uws.ac.uk/wireless for instructions)

2. Go to the Google Play Store and search for EveryonePrint

3. Install the App

4. Open the App

5. Tap to discover the print gateway and register your device

6. If the print gateway is discovered automatically with host details displayed, go to step 10

7. If the print gateway is not discovered automatically, tap “Enter connection details manually”

8. Enter the following details for your campus:

<table>
<thead>
<tr>
<th></th>
<th>Ayr</th>
<th>Hamilton</th>
<th>Paisley</th>
</tr>
</thead>
<tbody>
<tr>
<td>Host</td>
<td>10.8.0.4</td>
<td>10.6.0.4</td>
<td>10.7.0.4</td>
</tr>
<tr>
<td>Port</td>
<td>9444</td>
<td>9444</td>
<td>9444</td>
</tr>
</tbody>
</table>

9. Tap “Use it”

10. To register your device, tap “Enter user information”

11. Enter your Banner ID account name and password that you use to login with, e.g. B00000000, followed by your normal computer password

12. Tap “Register”
13. Tap “OK”

14. Exit EveryonePrint

15. Go to an application or document that you want to print, e.g. web browser

16. Select print :
   - with Android devices, choose the printer Canon MFDs;
   - with Apple devices choose the printer AirPrint Canon MFDs

17. Tap “Print”

18. Enter your username and password when prompted

19. Go to any MFD printer to collect your printed copy (at present, prints will be black and white and single sided only)

**NOTE: As Apps are all different in design it may not be possible to print**