

## Printing from a Laptop

Note: At this time printing is only available for MS-Word or PDF files.

- Go to <http://student-printing.cwsl.edu>
- When the page comes up, click the **Print** button. This will take you to the login page.
- Login using your CWSL username and password. **Enter your username only, not your email address.** For example, enter "lawstudent" not "lawstudent@law.cwsl.edu".
- Once you are logged in, you will see a printer named "**LIBSTU-BIZHUBC308**". **Click on the printer name.**
- On the next screen, click the "Browse" button, and select the file you need to print. (The file **must** be a Word document or PDF file). Once you have selected the file, click the **Continue** button.
- On the next screen you can select single or double sided printing. Click **Continue** after selecting.
- The document will be sent to the printer.

### Questions:

Email to [labhelp@law.cwsl.edu](mailto:labhelp@law.cwsl.edu)

or

**619-525-1473 (M-F 7:30-4:30)**