



Windows Laptop/Desktop

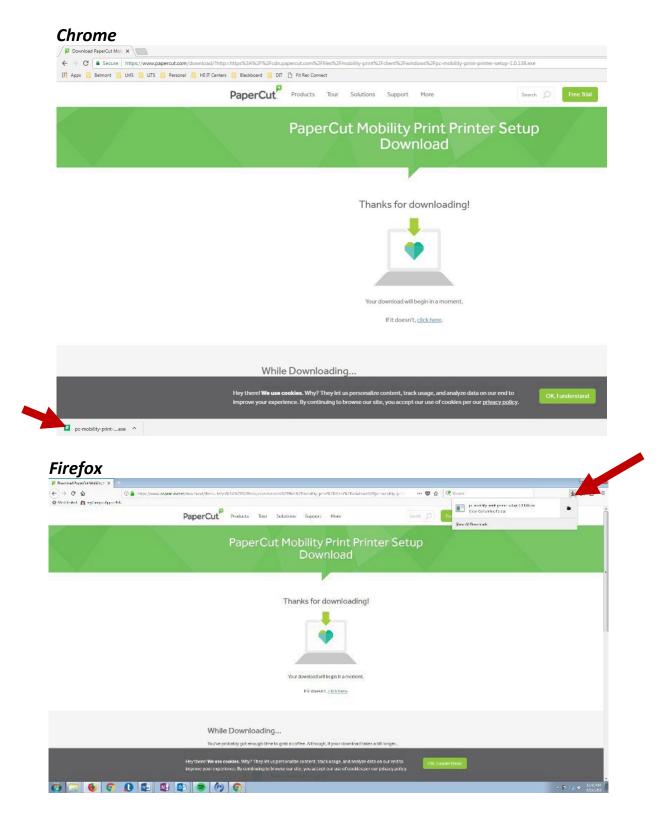
- 1. Download Windows Printer Driver.
- 2. Complete Mobility Print Printer installation.
- 3. Print a document or screen.
- 4. Pick up printing.



BruinPrint requires a connection to the Belmont wireless network.

1. Download Windows Printer Driver.

- a. Open a browser and type in the following URL: bpdriver.belmont.edu
- b. A .exe file will automatically download to the Downloads folder.



2. Complete Mobility Print Printer Installation.

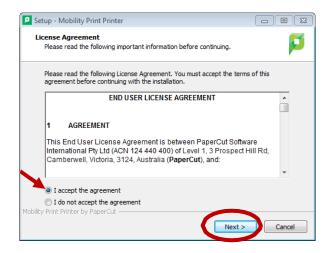
- a. Locate and open the downloaded file (.exe file).
- b. Click **Run** on the pop-up window.



c. Select English from the menu and click OK.



d. Click the I accept the agreement option and click Next.



e. Click the BruinPrint option and click Next.

Setup - Mobility Print Printer	
Printer selection	p
Select the printer you want to add to Windows:	
 BruinPrint [PC-01-V] MBC-220-P4015 [PC-01-V] MBC-314-P4015 [PC-01-V] MBC-317-m401 [PC-01-V] Maddox-3851 [PC-01-V] Patton-3851 [PC-01-V] Potter-3851 [PC-01-V] 	
Mobility Print Printer by PaperCut	Cancel

f. Enter your BruinPrint login credentials. Click Next.

Type your BruintPrint username (i.e., Belmont email address). Type your BruinPrint password (i.e., Belmont email password).

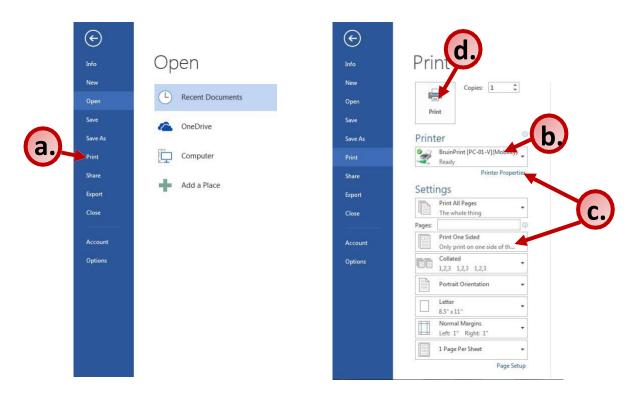
Setup - Mobility Print Printer	
Your network login The login details provided by your organisation	p
Enter your username and the password below:	
Username:	
Password:	
Mahilta Dist Distanta ka Dasarat	
Mobility Print Printer by PaperCut	Cancel

g. Click Finish.

Setup - Mobility Print Print	er 🗆 🖻 🕱
	Completing the Mobility Print Printer Setup Wizard
	Setup has finished installing Mobility Print Printer on your computer. Click Finish to exit Setup.
	Finish

3. Print a document (e.g., Word, PowerPoint, page from web browser).

- a. Choose the print function in the program (e.g., **File/Print** in Word).
- b. Select "bruintprint" from **Printer** menu on the pop-up window.
- c. Adjust advanced printing options (e.g., two-sided, color)
 - i. Please be aware of your default settings some devices are defaulted to COLOR PRINT.
- d. Click the **Print** button.



4. Pick up printing.

- a. Walk to a BruinPrint station.
- b. Swipe your BUID card in the card reader (black stripe facing down).
- c. Click Print Release.
- d. The display screen will list current printings.
- e. Tap the document you want to print.
- f. Tap the **Print** button on the bottom-right corner of the display screen.
- g. Once the document prints, tap the **Log Out** button at the top-right corner of the display screen.