



## **Quick Reference Guide: Printing**

The Ridgway Public Library offers print, copy, and fax services.

### **Which library printer do I use?**

- The desktop computers will automatically connect to the HP color laserjet printer located behind the circulation desk.
- Default print settings are black and white, one-sided
- Library laptops will connect to the printer wirelessly.

### **Can I print from a USB/flash drive?**

- Yes. Bring your flash drive to the circulation desk with the name of the document you want printed.

### **Can I print from my own device?**

- Yes. Each device and web browser has different print settings so if you need help, ask a staff member for assistance.