1. Ensure that your computer or device is connected to campus wifi: **PS-CampusAccess**

2. Open Chrome Web store search Mobility Print > Add to Chrome > Add App > Wait for app to install

3. You are ready to print > open document to print > click Change > click Show All to reveal printers

4. Choose a printer near you > enter your Puget Sound credentials > go pickup your document

**Puget Sound Printer Terminology**

- **Virtual Printer** is a non physical printer that is controlled and located on a print server.
- Puget Sound Printer AND Single Sided Puget Sound Printer are the only virtual student printers.
- **Puget Sound Printer** is a virtual printer that only prints by default double-sided.
- **Single Sided Puget Sound Printer** is a virtual printer that only prints by default single-sided.
- **Physical Printer** is a printer located in a specific building. The printer’s name is the building where the printer is located.

For more information or training support, contact servicedesk@pugetsound.edu or visit the Technology Service Desk Monday-Thursday 8am-7pm, Friday 8am-5pm, Saturday & Sunday 12-4pm during normal academic hours.