Wireless Printing (Web Print) allows you to send a printing job from any Windows, Mac OS X, or Linux device to printers in the Law School, Miller Nichols Library, and Health Sciences Library.

Just log in to the printing website, upload your document, send to the printer, and then retrieve your print job by scanning your ID in the device attached to the printer.

Wireless Printing uses your quota and RooBucks just like printing from a computer in the library; the only difference is how you print.

**RE** **MINDER:** **You must have your UMKC ID in order to pick up your print job!**

The steps are simple:

1. Open [https://labweb.umkc.edu:9192/user](https://labweb.umkc.edu:9192/user) and log in with you UMKC username and password (the same information you use to log in to Blackboard or Pathway). A link can be found on the Law Library Web page:

2. Once you login to the site, you will see this screen. From the left panel, select “Web Print”
3. From the next screen, on the lower right, select “Submit a Job >>”

4. Select the kc-law-lab1\Law-Library-Web-Ground-Floor printer:

5. Next, on the lower right of the same page, select “2. Print Options and Account Selection >>”
6. Select the number of copies you would like to make. And, on the lower right of the same page, select “3. Upload Document >>”

7. On the next screen, in the middle of the page and depending on your browser, select either “Browse” or “Choose File”.

![Web Print screenshot](image-url)
8. After selecting the document, on the lower right of the same page select “Upload & Complete >>”

10. The next screen will indicate the “status” of the print job. When the status reads “Held in a queue”, it is ready to print. **PLEASE NOTE:** Print jobs will be held for 72 hours and then will automatically be deleted.

11. Final step: Take your student ID to the Law Library Ground Floor Printer and swipe your ID in the card reader attached to the printer. Next you will choose Print. Then select the print job and hit print to release the job. If the printer has not been in use, it may take a moment to warm up.