Print by e-mail: How it works

You can send your print job to our **printer by email** using your own notebook, tablet or smartphone.

You will also need a **prepaid copy card**. You can buy this card at the circulation desk.



Prices:

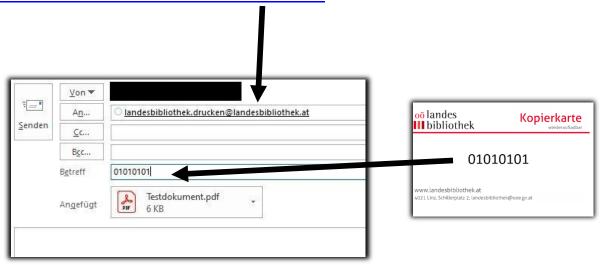
	and white:	€ 0,15
A4, color:		€ 0,30

A3, black and white:	€ 0,30
A3, color:	€ 0,60

This is how it works:

1) Send the print job

Send the file **(PDF, Power Point or Word** only) by e-mail to landesbibliothek.drucken@landesbibliothek.at



Enter the card number of your copy card in the subject line. For card numbers beginning with \$XO, enter the number without "\$XO"!

2) Collect the print job from the printer:

The printer is located in the copy room on the 1st floor.



Put the **copy card** up to the card reader.



Select "Secure Print" on the display.



Select your **print job** on the display. *)

Select "Drucken und Löschen" (Print and delete).



End the printing process with "Logout".



*) Attention: Color printouts cost more.

If you want to change the automatic color mode, select "Optionen". (Options) on the display. In the second line, you can now change the color mode from "Automatisch" (Automatic) to "Schwarz-Weiß" (Black & White) or "Farbe" (Color). Confirm with "Optionen setzen" (Set options).