PrintAnywhere How It Works on the Web

Printing just got easier!

PrintAnywhere has come to the Residence Halls!

Print virtually any document from your computer to any of our PrintAnywhere printers including from the residence halls! Send from anywhere, pickup anywhere!

START

Go to Millersville.edu/PrintAnywhere or use the QR code! Then follow the steps below

Printer

Printer Selection: Make sure that the Printer is set to Millersville University

User Information

Password: 4 digit release code of your choosing.
Ex 4321 (you don’t need to memorize this!)
Name: My’ Ville UserID or MU email address
Ex J Doe or J Doe@millersville.edu

Select Document

Browse for the file or document you wish to print.
Or
Enter the URL of a web page you want printed

Print or Discard

Print: To release print job select the green printer icon
Discard: To cancel print job select the grey X icon

QUESTIONS? CALL THE HELPDESK
717-871-7777