

How to download Mobility Print on an Android phone:

1. Log in to <https://artsprint.arts.ac.uk/>
2. Some devices might go to a mobile version - if this happens, scroll down and select **view in desktop mode**
3. Select **Mobility Print** in the left hand menu
4. Select **Install**

How to download Mobility Print on a Macbook:

1. Log in to <https://artsprint.arts.ac.uk/>
2. Select **Mobility Print** in the left hand menu
3. Select **Install**
4. Open the downloaded file
5. Open **Papercut Mobility Print Client Installer**
6. Follow install instructions
7. Enter UAL username and password

How to download Mobility Print on a Windows computer:

1. Log in to <https://artsprint.arts.ac.uk/>
2. Select **Mobility Print** in the left hand menu
3. Select **Download**
4. Select language
5. Accept the license agreement > then click **next**
6. Select both **Arts Colour** and **Arts Mono** print queues
7. Enter UAL username and password
8. Click finish

Full guide to Mobility Print:

<https://shorturl.at/GILM3>



Short Courses Guide

Library Access

You are able to access our resources in the library, however Standard Short Courses (10 weeks or less) do not have library membership and borrowing rights.

IT Access

To connect to the wifi and log into a UAL computer, you will need to set up your UAL network account password. **You do not have to create a guest account.** Follow the steps below to set up your account:

Step 1

Your username is your UAL student ID number, for example:
AE_1000003238

Step 2

To request a password follow the link you received by email and enter your UAL student ID.

Step 3

After you have completed this, you will be sent an email containing a single-use link to UAL Password Self Service. Click on the single-use link and follow the instructions to create a password.

Printing

You do not need to create a guest account - use your provided credentials.

Under 18s learners do not get cards so will need to enter the information into the printer manually in order to print. All other learners should be able to touch their cards to the RFID to print, but if this doesn't work you can manually in-put info.

Top up your print credit here:

<https://artsprint.arts.ac.uk/>



Print costs:

A3 Mono = 8p	A3 Colour = 24p
A4 Mono = 4p	A4 Colour = 15p

How to print from the open access computers:

1. Go to file > Print > Select printer (UAL artscolour/artsmono)
2. Check the paper size (A4/A3) and document settings
3. Click print
4. Tap your card on the printer MFD reader or input your credentials manually
5. Release print

Printing From Your Own Device

Web Print

Allows you to print from an internet browser on your own device.

1. Log in to **<https://artsprint.arts.ac.uk/>**
2. On the left hand side click on **Web Print**
3. Click on **Submit a Job** then select the right setting for you
4. Upload the document and click print
5. Log into the printer manually to release the print job

Mobility Print

Mobility Print allows you to install full printing driver options on your own device. Once downloaded, you'll be able to select UAL printers from your phone or laptop's printing options.

How to download Mobility Print on an iPhone:

1. Log in to **<https://artsprint.arts.ac.uk/>**
2. Some devices might go to a mobile version - if this happens, scroll down and select **view in desktop mode**
3. Select **Mobility Print** in the left hand menu
4. Select **Install** or **Update** > once complete, the screen will show **Profile Downloaded**
5. Go to your phone's settings > select **Profile Downloaded**
6. Select the blue **Install**