Mobility Print for MacOS

Note: Mobility Print is a feature that allows you to print documents from your MacOS device while on the go. Once you print to the cofc-cloudprint printer, you can retrieve the document from printers located in the Addlestone Library and the Education Center.

Setting up Mobility Printing on your MacOS device

1. Navigate to System Preferences from the Dock
2. Select the Printers and Scanners icon from the System Preferences menu.

For Students:

You must be connected to the eduroam wireless network to configure the printer and to use this feature. CofC-Guest and Resnet cannot be used to connect to our printers.

Mobility Print supports macOS Yosemite (version 10.10) and newer.

1. Click the + icon under the Printers List (See screenshot)
3. The Add dialog is displayed. This dialog displays a list of all of the discovered printers on the network. Select CofC CloudPrint.

4. Make sure that Use is set to Secure AirPrint.

5. Click Add.

**Print your document. Make sure to select CofC CloudPrint as the printer.

6. After printer has been added, set Default printer to cofc-cloudprint and Default paper size should be Letter.

7. When prompted, enter your MyCharleston username and password.

**Note:** The prompt will open with your computer login name already entered. Be sure to change it to your MyCharleston username and password, then check the box that says Store this information in your Keychain.

**Note:** Once your document has been sent to the print queue, it can be printed from any release station in the Addlestone Library or the Education Center atrium, just like documents sent from computer lab workstations.
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Note: Saving your password on your computer means that when you change your MyCharleston password, you will need to click the ‘Refresh’ button when printing to get prompted for your new password.

In the event you select print and you receive a message that reads “Hold for Authentication,” follow the steps below:

1. Click the Refresh button to enter your new MyCharleston password.

2. When prompted, enter your username (MyCharleston username) and the new MyCharleston password, then click OK.