

SmartALEC instructions to print from personal computers.

First-time users must activate their account at riversideca.gov/libprint

The following instructions are for printing from **Google Chrome**, but this method works for most popular web browser.

1. Go to the portal and log in. riversideca.gov/libprint



Welcome to the Riverside Public Library Wireless Printing Service!

Returning Users: Library members can log in by entering their Library Card Number and PIN.

Once uploaded, documents can be printed at the Print Release Station.

First Time Users & Guests:

Please select the **[FIRST TIME USER]** button below to begin.

Click [here](#) to see how to print from an iPhone or iPad.

Click [here](#) to see how to print from an Android or laptop.

[Forgot Password?](#)

or


2. Upload the document that you want to print
Note: the web interface only allows certain type of formats to be uploaded. Such as: *pdf, doc, docx, xls, xlsx, ppt, pptx, csv, txt, html, rtf, jpg, png, and bmp.*

Account Info

Documents 0

Upload Documents

1 → 2

Select a file to upload

Upload

Only pdf, doc, docx, xls, xlsx, ppt, pptx, csv, txt, html, rtf, jpg, png, and bmp files are allowed

DocumentName	Pages	Upload Date	Expiration Date	Preview	Delete
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Printed Documents 0

- 3. Once you have uploaded the document. You should be able to release your documents from any print release station at any location.

Account Info

Documents 1

Upload Documents

1 → 2

Select a file to upload

Upload

Only pdf, doc, docx, xls, xlsx, ppt, pptx, csv, txt, html, rtf, jpg, png, and bmp files are allowed

- File uploaded successfully!

DocumentName	Pages	Upload Date	Expiration Date	Preview	Delete
optiplex7070ultrareviewersguide.cleaned.pdf	19	2/5/2020 5:04:12 PM	2/12/2020 5:04:12 PM	Preview	Delete

Printed Documents 0