

COMPUTERS & TECHNOLOGY

WIRELESS PRINTING

Using a laptop at the Library? To print from our wireless network click:



(currently available for Windows PCs only)

COMPUTERS

The library offers computers for the public in the adult and youth services departments. We also loan laptop computers for use throughout the Library.

- 12 Windows® Desktops (3 hours a day - valid library card required)
- 4 Windows® Desktop Express Stations (10 minutes)
- 4 Windows® Laptops (2 hours a day - valid library card required)
- 1 Apple® ? Mac Pro Desktop located inside the [Digital Media Lab](#) (2 hours a day - user agreement and valid library card required)

SCANNING AND FAXING

Use our scan station to scan your documents and photos.

FAX²⁴

FAX & SCAN SERVICE

FAX & SCAN RATES

Your Discount Fax & Scan Service to the World!



CREDIT CARDS, DEBIT CARDS & CHECK CARDS

SEND

USA, Canada & Caribbean
(or send to email)

1st Page: \$1.75

Each Additional Page: \$1.50

SEND

International
(applies only to faxing)

1st Page: \$3.95

Each Additional Page: \$3.45

GO TO: www.myfaxscan.com

- Check the status of your fax
- Resubmit to multiple fax numbers
- Fax directly from your computer

SEND A FAX

Step 1

Stack up to 15 FLAT letter or legal size documents **FACE DOWN**
(blank side facing you) in the fax machine.
Have your Credit or Debit card number and expiration date ready.

Step 2

Lift Phone and wait for voice prompts.

GO TO: www.myfaxscan.com

- Check the status of your fax
- Resubmit to multiple fax numbers
- Fax directly from your computer

Stack up to
15 FLAT
letter or legal size
documents
FACE DOWN
(blank side facing you)
HERE

brother

Lift Phone &
Listen
to instructions



STOP

START
TRANSMIT

Please hang up
after you press START

Then save or send to one of the following:

SCA

Ask for
Assistance
Librarian




*Please remember to take your
originals!*

- Email
- Smartphone
- Google Docs
- Windows OneDrive
- Flash drive

Save in the following formats:

- PDFs (searchable)
- Word
- JPEG, TIFF, PNG

Scanning is also available in the [Digital Media Lab](#).

PRINTING AND COPYING

