

CLOUD PRINTING

Printing from mobile/laptop/iPad

1

Create an email message

2

Add a recipient by choosing one of the following —

Black and white one-sided printing: ejs.bw.sim@mail.huji.ac.il

Black and white double-sided printing: ejs.bw.dup@mail.huji.ac.il

Color printing: ejs.color@mail.huji.ac.il

3

Attach the file you want to print —

We recommend sending each file separately

Use PDF format to preserve original layout and font

Do not send large files (maximum file size up to about 20MB)

The file name should be **maximum 30 characters**

4

Send the email message

5

Locate the appropriate printing station.

Your printing job will appear in the printing queue your sender's email