

Releasing Prints From Your Computer

While mobile release is pretty cool (and works off-campus), you might also want to be able to release documents from your computer without having to get out your phone. This is also super simple, and it also works from home.

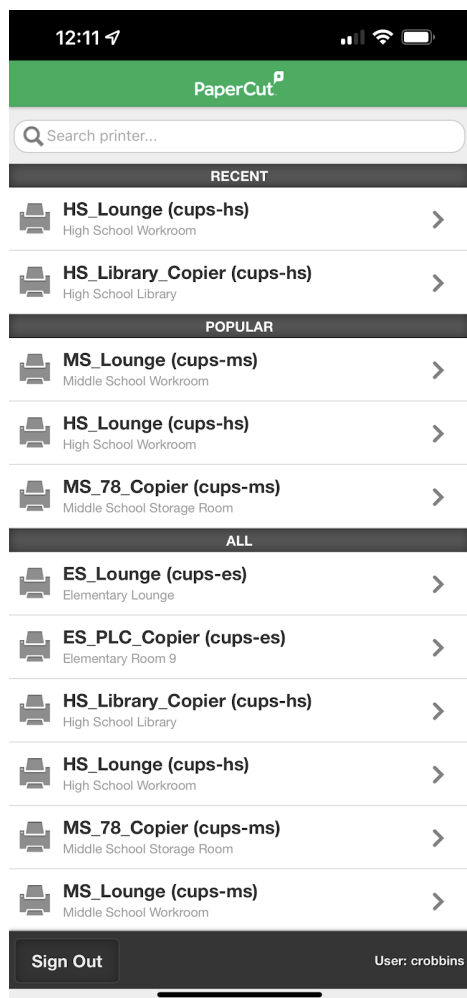
Start by going to this website:

<http://print.wftigers.org:9192/release>

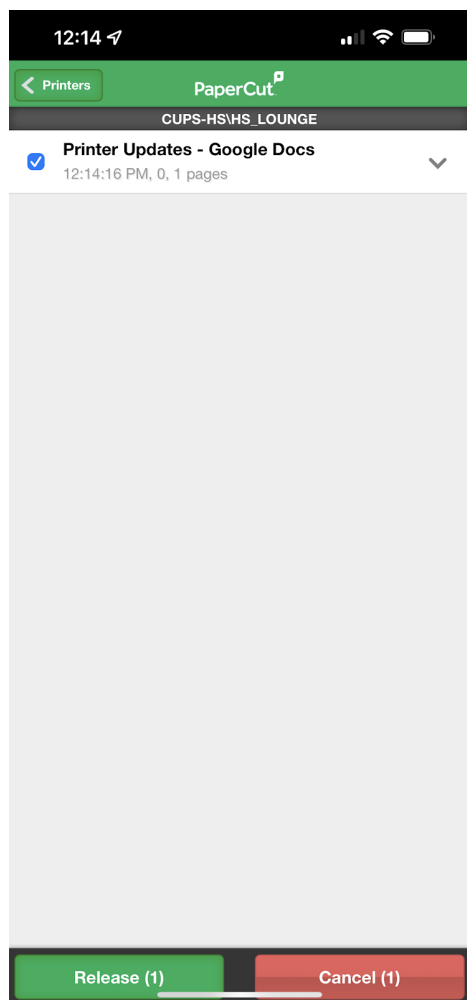
Log in with the Microsoft button or by typing in your account information. From here, the process is pretty much identical to the [mobile route](#).

Release steps (same as on a phone)

Once you have logged in, you will see the all available printers. Go ahead and tap the printer that you want to send your document to.

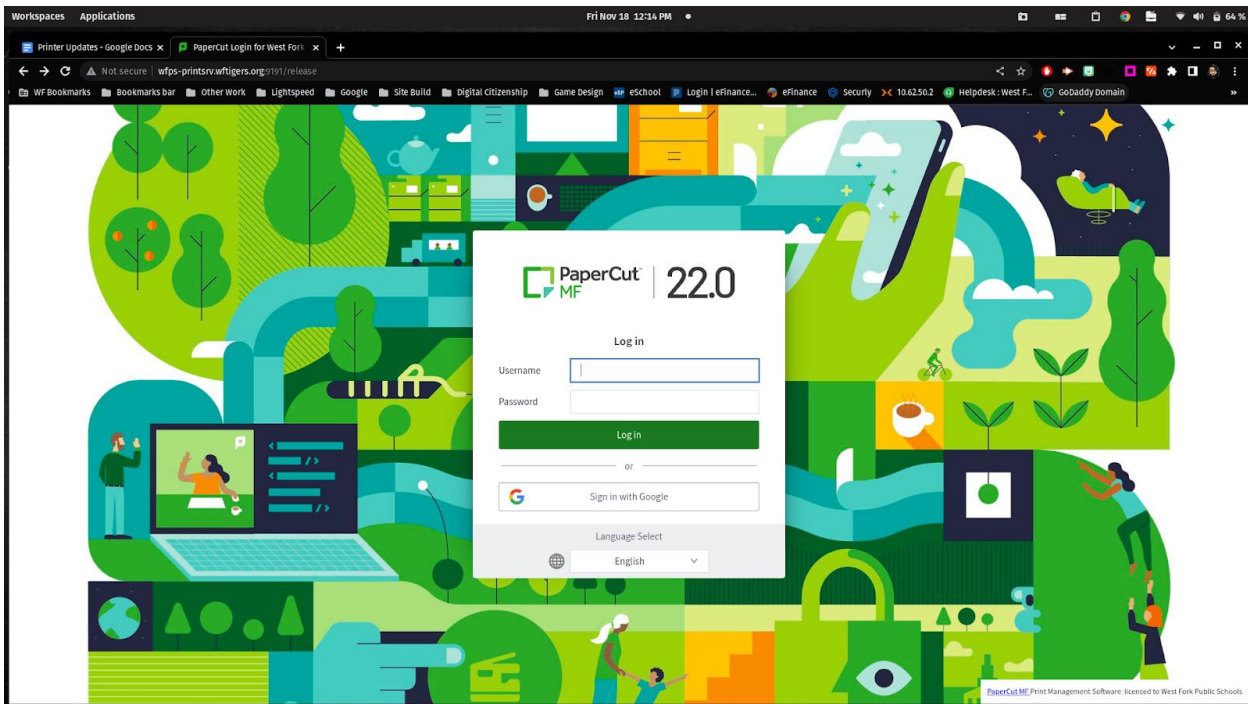
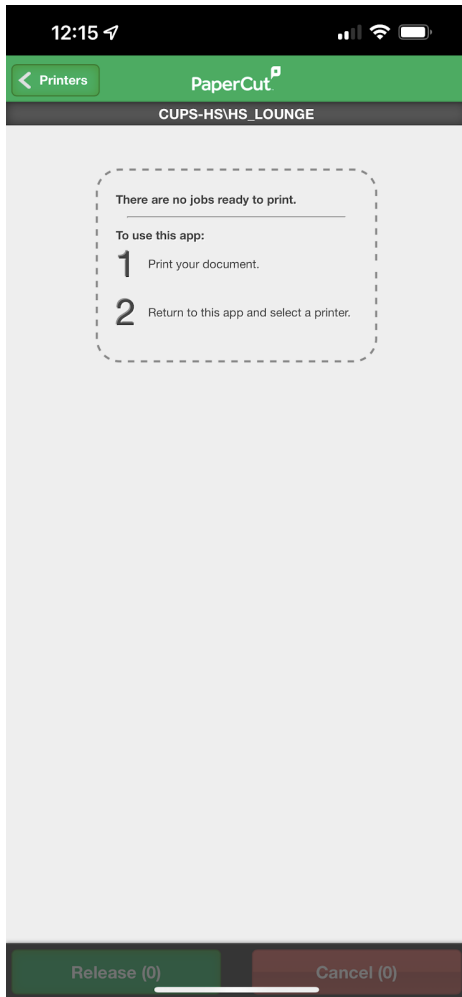


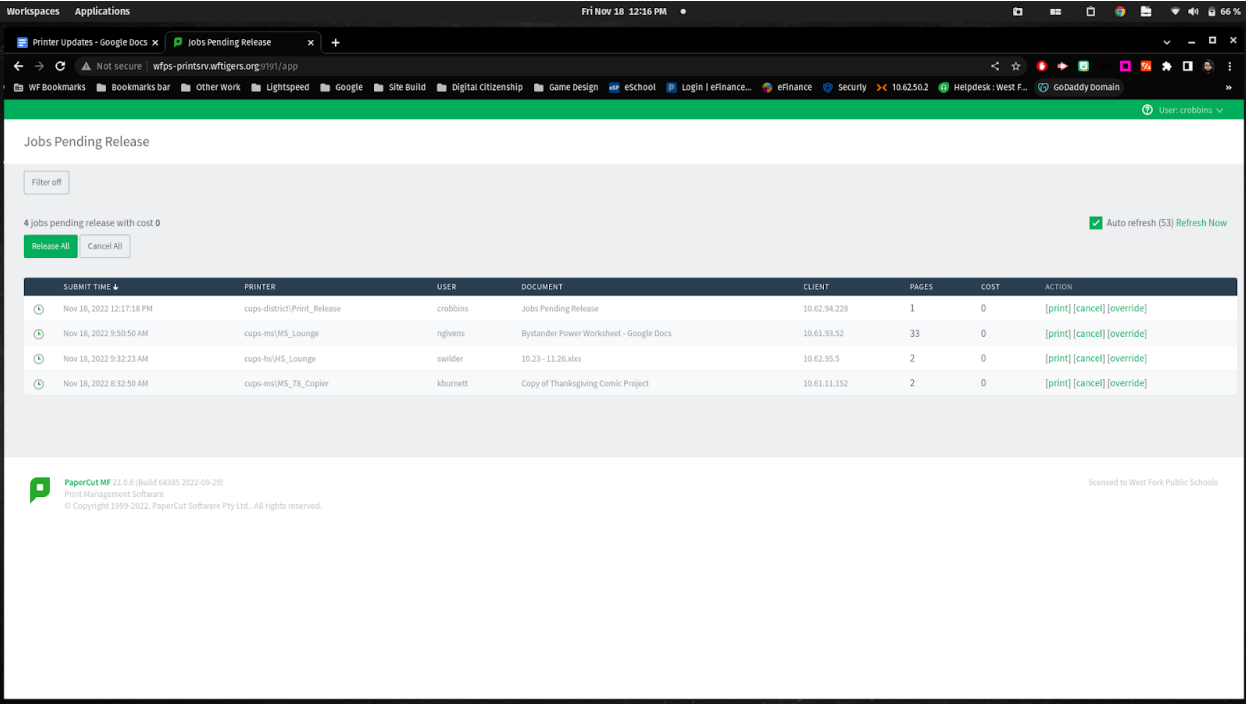
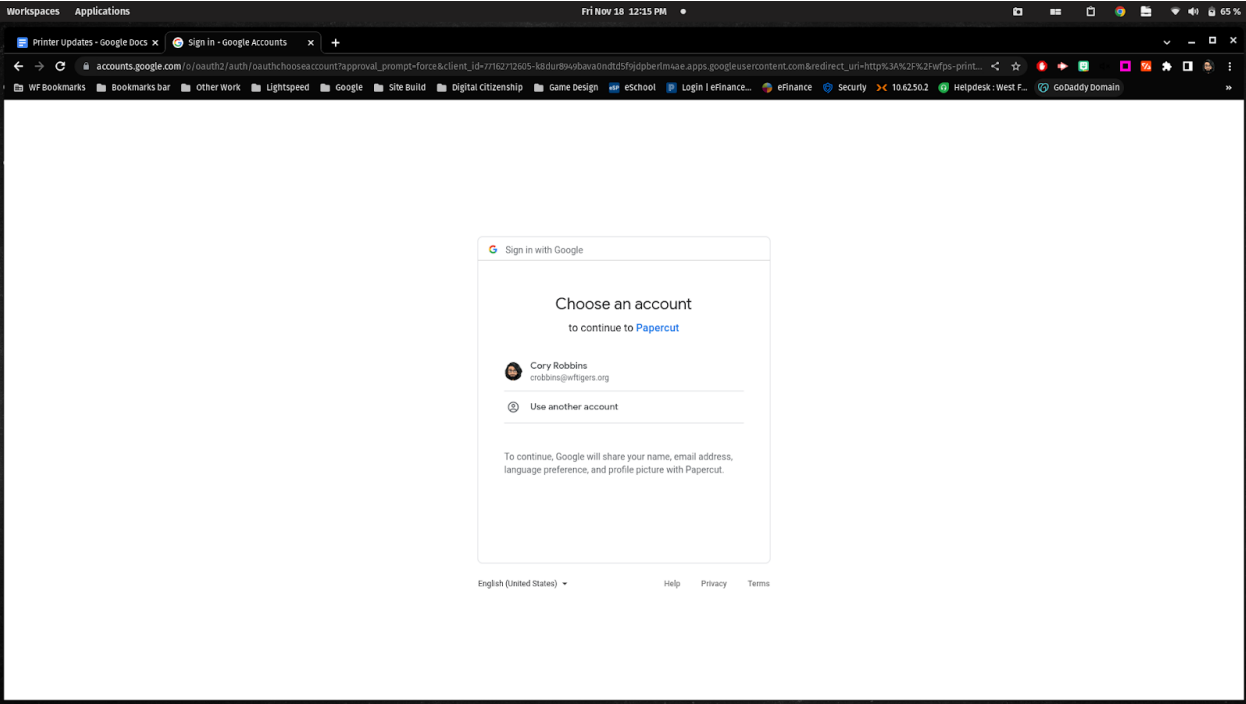
On the resulting page, you will see a list of any files you have sent to the Print_Release printer. You can check the box to the left of each file, and then choose to click the “Release” or “Cancel” buttons.

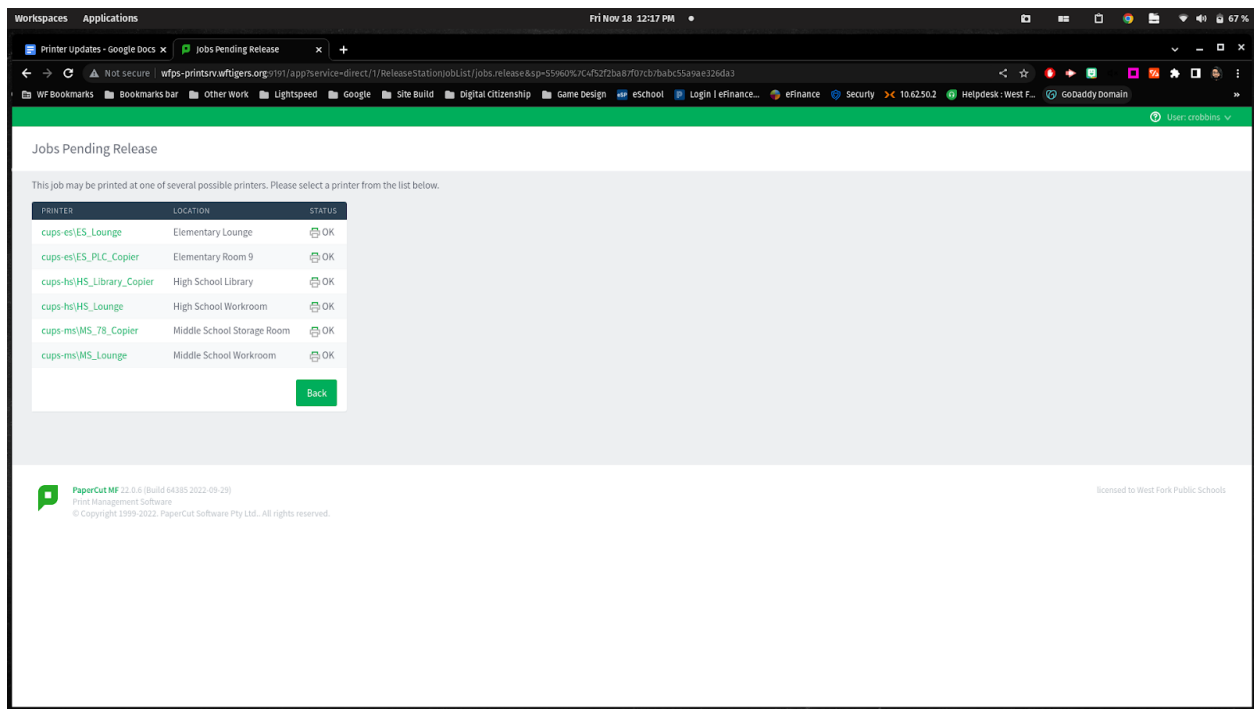


If you hit “Cancel” the document will not be printed. If you click on the “Release” button, your document will be printed to your chosen location, WITHOUT you having to scan your badge.

After you print your document, your release queue will show that it is empty until you print a new document.







Originally posted by Cory Robbins on the West Fork Technology Hub (2023-02-16).

Revision #7

Created 2026-10-26 17:42:34 UTC by Cory Robbins

Updated 2026-10-27 17:41:17 UTC by Carl Clements