



Before you begin...

- You must have a valid Stanford University ID card, Mobile Key, or SUNet ID and password.
- You must be connected to Stanford's physical network, Stanford WiFi, or VPN to submit print jobs.

1. Install

[Install and add Cardinal Print](http://cardinalprint.stanford.edu/drivers) to your Windows or Mac computers as a printer option by visiting <http://cardinalprint.stanford.edu/drivers>



Watch how!



2. Print

Print from your computer

- Select **File**, then **Print**
- Select **Cardinal Print** as your printer
- Select **Print**
- Using any [Cardinal Print device](#), log in by scanning your ID card, Mobile Key or entering your SUNet ID and password
- Select **Print Release**, then select your document
- Select **Print** or **Print All**
- Collect your documents and log out

Print from your mobile device

- Open a browser and visit cardinalprintcenter.stanford.edu
- Log in with Stanford SSO or SUNet ID and password
- At the top of the screen, select the **Upload** button to add the document(s) you'd like to print
- Using any [Cardinal Print device](#), log in by scanning your ID card, Mobile Key or entering your SUNet ID and password
- Select **Print Release**, then select your document
- Select **Print** or **Print All**
- Collect your documents and log out

Find a public
Cardinal Print
printer



Did you know you can make copies or scan documents? Just log in to a Cardinal Print device and follow the prompts on the screen.

For more information, visit cardinalprint.stanford.edu