

# How to Access Texas A&M - San Antonio Mobile Printing PawPrint

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# HOW TO ACCESS TAMU-SA MOBILE PRINTING CAPABILITY

## Overview

Have you ever needed to print a homework assignment or an important briefing but you are not near a campus computer? If you have a copy of that assignment or briefing on your personal computer, mobile device or tablet and can attach it to an email, then you are in luck. This guide will help you print documents and emails from any personal device. Once processed, your document will be ready for you to swipe, print, and pickup so that you are not late to class or to that important meeting.

## How do I start using PawPrint?

Texas A&M – San Antonio Mobile Printing, referred to as PawPrint, does not require print drivers or any applications to be downloaded. All you need is the ability to send e-mail from your University account. Print jobs can be easily sent from all versions and flavors of Windows®, Mac, and Linux. It's that simple. See below for an example:

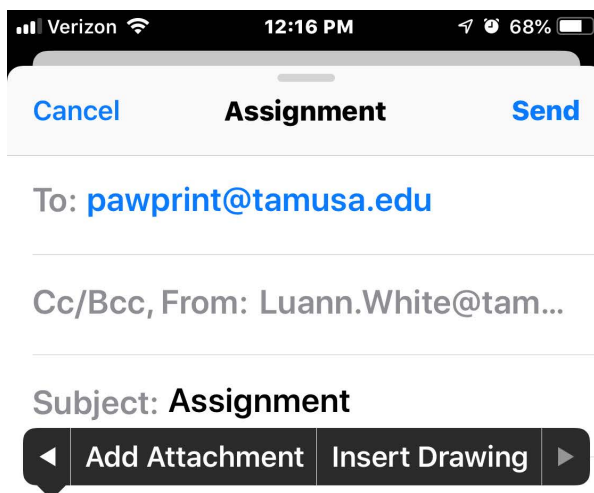
Open your University email and create a new message addressed to

[pawprint@tamusa.edu](mailto:pawprint@tamusa.edu) .

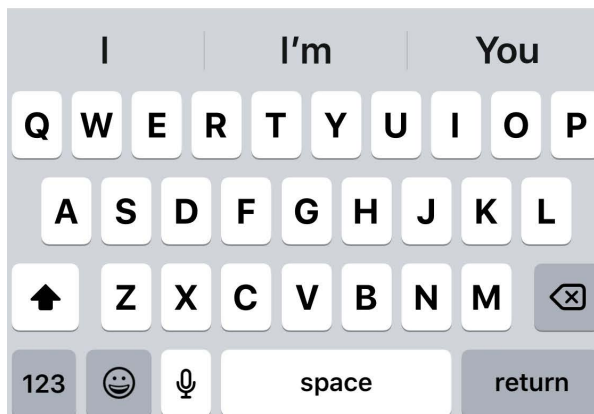
Simply attach the document(s) to be printed to the email and send.

### \*NOTE\*

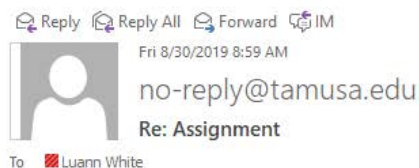
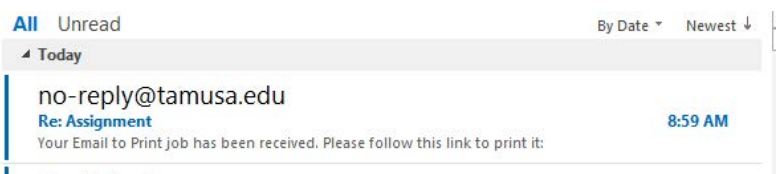
You must be on the Staff or Student Wi-fi network to printer from a personal device. This function will NOT work on the guest Wi-fi.



Sent from my iPhone



Once your message has processed through PawPrint, you will receive an email notification with a link to click for final release.



Your Email to Print job has been received. Please follow this link to print it: [https://urldefense.proofpoint.com/v2/url?u=http-3A\\_10.150.96.116-3A9191\\_jobs\\_verify\\_9a7509b4-2Dc4ed-2D4af0-2D99c8-2D83253ef8cd26&d=DwlCAG&c=2d9w-j-vWmrrRqJbiO52PoL0SE3X6-6VHuHHeXC9DLc&r=hBR5MefsrV-Ei9jMXX3SeUbCLc6DRYpSnCaZlCtS3vs&m=6V4KbxBZnp4mi1r0LWOWfQ3ncYcsj-LcZaVVIT-1gZE&s=-hl8oullKKC29fQ9nM-3Cch1pGKzDU7H0u9Cix6FYGs&e=](https://urldefense.proofpoint.com/v2/url?u=http-3A_10.150.96.116-3A9191_jobs_verify_9a7509b4-2Dc4ed-2D4af0-2D99c8-2D83253ef8cd26&d=DwlCAG&c=2d9w-j-vWmrrRqJbiO52PoL0SE3X6-6VHuHHeXC9DLc&r=hBR5MefsrV-Ei9jMXX3SeUbCLc6DRYpSnCaZlCtS3vs&m=6V4KbxBZnp4mi1r0LWOWfQ3ncYcsj-LcZaVVIT-1gZE&s=-hl8oullKKC29fQ9nM-3Cch1pGKzDU7H0u9Cix6FYGs&e=).

This link will expire after 24 hours.

The following documents were received:  
PNG image.png

## What kind of documents can I attach and print?

Most documents that you use will be available to print by using PawPrint. Document types that are accepted include:

- Adobe Acrobat Files (PDF)
- Microsoft Office Files (Word, Excel, PowerPoint, Visio)
- Images (JPG, PNG, BMP, TIF)
- Text Documents (TXT, CFG)

## How will I know that my document is ready to be picked up at a printer?

When you send an email to [pawprint@tamusa.edu](mailto:pawprint@tamusa.edu), you will be notified via email whether your job is successful or not. This feedback gives you an opportunity to resubmit if needed before heading to the printer. The amount of time it takes to receive this notification can vary anywhere from a couple of minutes up to a half hour. Once a successful notification email is received, click the link in the email to release. If you receive an error notification, check the text of the message to isolate cause of failure. Resolve the issue and try resending. If you continue to experience issues, contact the ITS Helpdesk and attach the error message for additional troubleshooting support.

## How to Get Additional Help

If you still have questions about how to access the mobile PawPrint functionality, please contact the ITS Helpdesk by calling **210-784-4357(HELP)**.

## Related Documents and Helpful Links

[TAMU-SA Mobile Print FAQ](#)

## Feedback

We welcome your feedback about this document. Please email [ITSFeedback@tamusa.edu](mailto:ITSFeedback@tamusa.edu) or use Twitter [@TAMUSA\\_ITS](https://twitter.com/TAMUSA_ITS).

## Document History

Version	Date	Revision history or Review (Author)
1.0	August 26, 2016	Initial Release (Shawn S.)
2.0	Nov 26, 2019	Revised: Luann White