



## Instructions for Mobile Print on PC



# Instructional Summary

THIS IS A ONE TIME INSTALLATION FOR EACH PRINTER.  
ONCE COMPLETE, PRINTING IS SEAMLESS.

## Mobile Print on PC

PrintWhere® is a Windows-based print subsystem that enables secure, remote printing from any Windows application using Windows Surface tablets, desktops or laptops. PrintWhere eliminates tedious printer configuration and enables users to print to printers on the network and off-network remote printers using one simple interface.

PrintWhere is included as a key solution component of each PrinterOn Edition: PrinterOn Enterprise and PrinterOn Public, and helps to deliver true secure pull printing, tracking and management for Windows-based workflows.

## System Requirements

PrintWhere has the following system requirements:

- Windows 7 or later
- 2GB RAM
- 1GB free disk space (more may be required if a large number of printer drivers are downloaded)

## Support

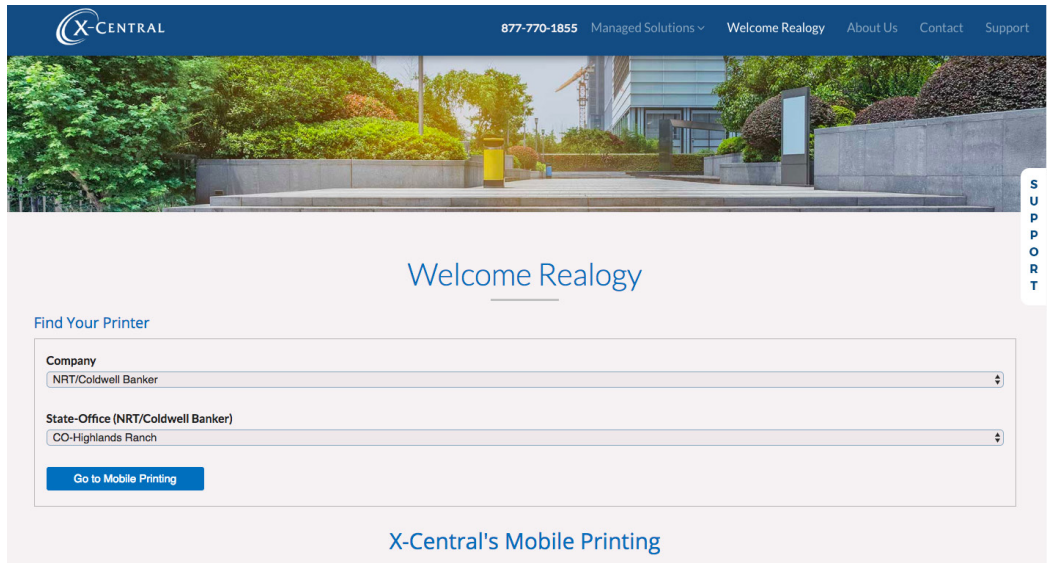
If you have an urgent matter, please contact the Realogy help desk:

877-NRT-HELP

877-678-4357

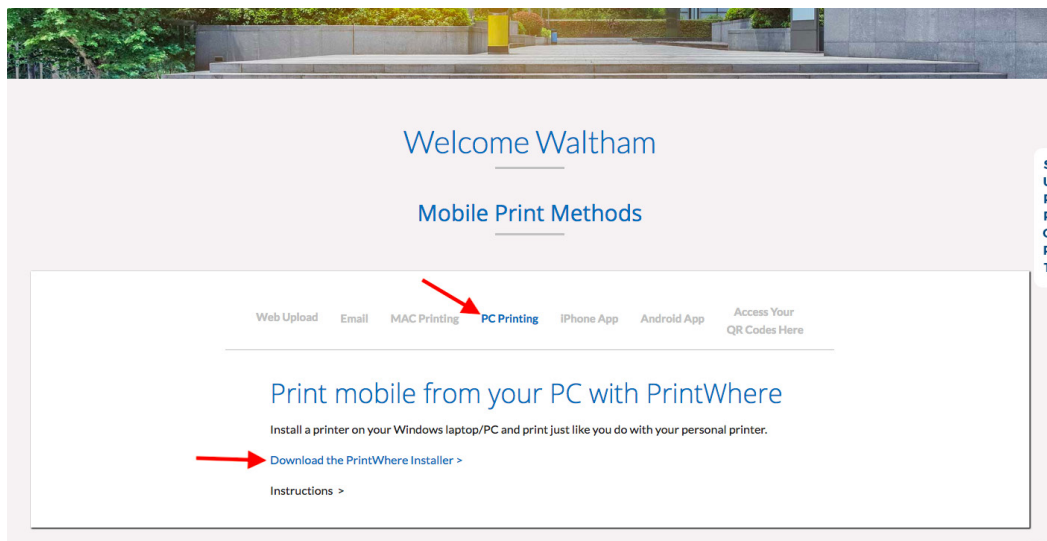
# Installing Mobile Print on PC

Go to Welcome Realogy: <https://x-central.com/realogy/>



The screenshot shows the 'Welcome Realogy' page. At the top is a blue header with the X-CENTRAL logo, phone number 877-770-1855, and navigation links: Managed Solutions, Welcome Realogy, About Us, Contact, and Support. Below the header is a large image of a modern building. The main content area has the title 'Welcome Realogy' and a section 'Find Your Printer'. This section contains two dropdown menus: 'Company' (selected: NRT/Coldwell Banker) and 'State-Office (NRT/Coldwell Banker)' (selected: CO-Highlands Ranch). A blue button labeled 'Go to Mobile Printing' is below the dropdowns. At the bottom of the page, it says 'X-Central's Mobile Printing'. A vertical 'SUPPORT' button is on the right side.

Select your Company>State>Office Location



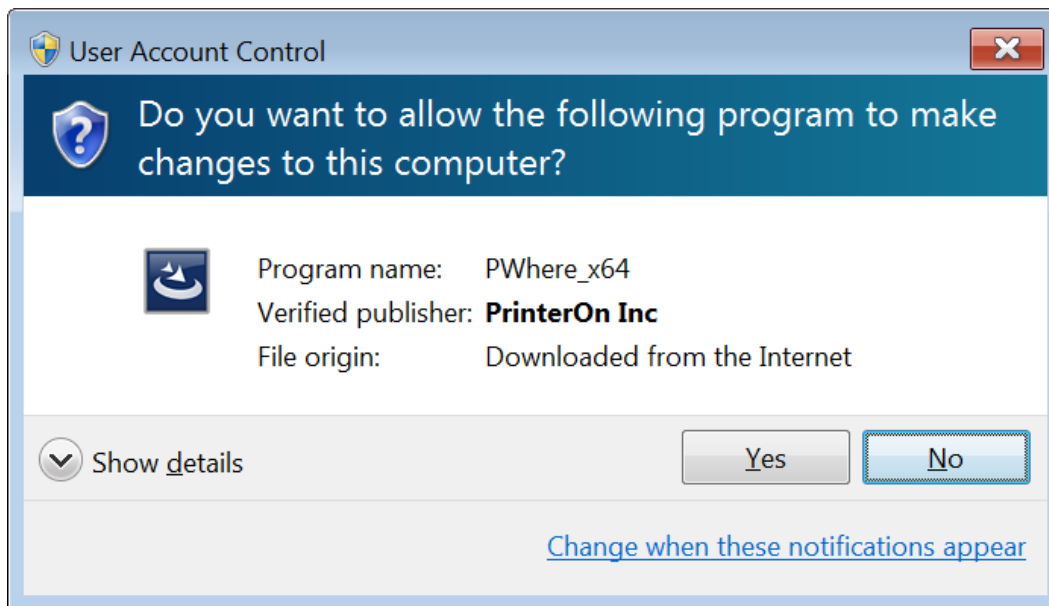
The screenshot shows the 'Welcome Waltham' page. It has a similar header to the previous page. The main content area has the title 'Welcome Waltham' and a section 'Mobile Print Methods'. Below this is a horizontal menu with options: Web Upload, Email, MAC Printing, PC Printing (highlighted with a red arrow), iPhone App, Android App, and Access Your QR Codes Here. Below the menu, the text reads 'Print mobile from your PC with PrintWhere' followed by 'Install a printer on your Windows laptop/PC and print just like you do with your personal printer.' A red arrow points to a blue link 'Download the PrintWhere Installer >'. Below this link is a link 'Instructions >'. A vertical 'SUPPORT' button is on the right side.

Click “Download the PrintWhere Installer”

Download the PrintWhere driver at [xcprints.com/Realogy](http://xcprints.com/Realogy)

Download PrintWhere 64.exe

Install PrintWhere.64



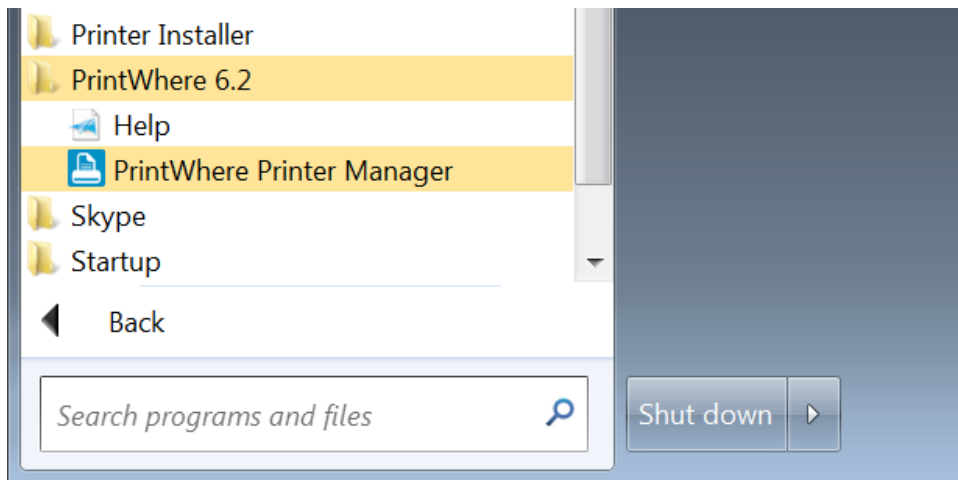
Click "Yes"

Click "Next"

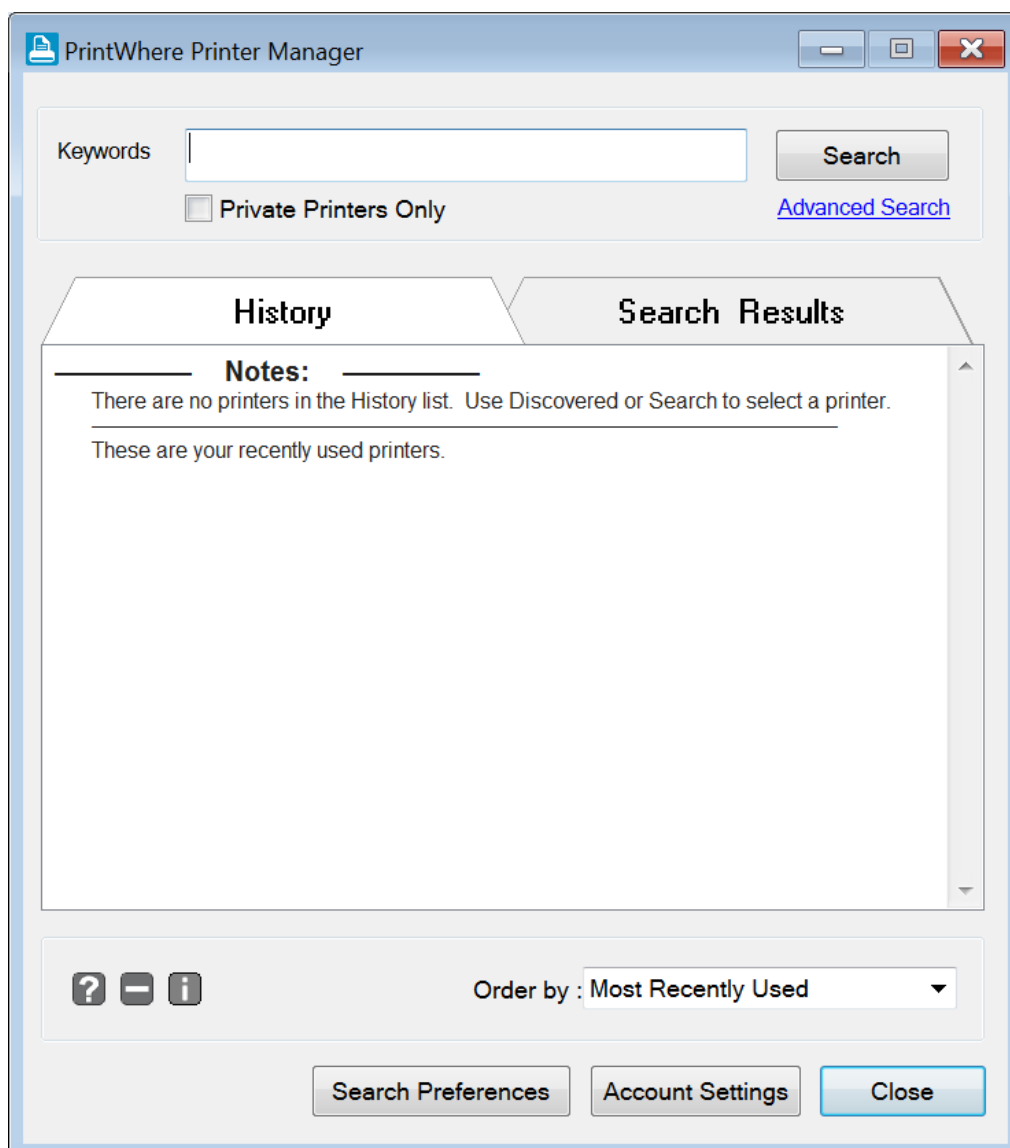
Accept and Click "Next"

PrintWhere Driver will Install

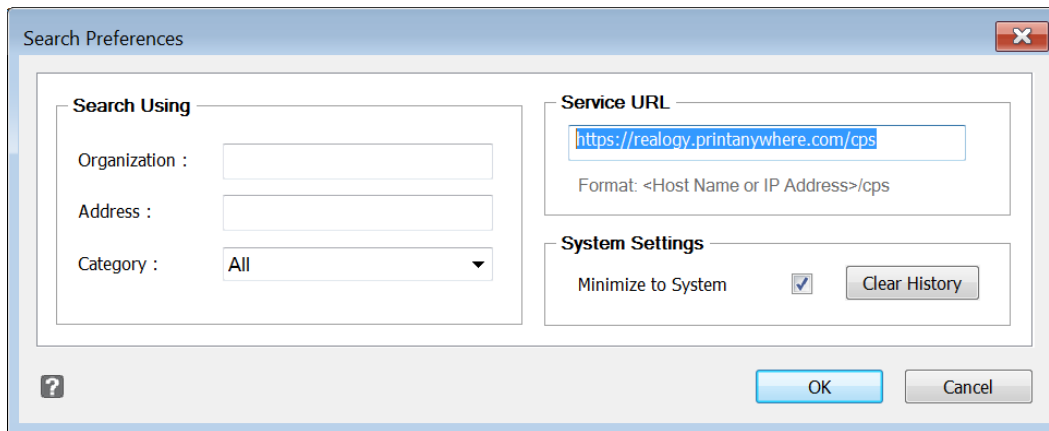
Click "Finish"



Search for PrintWhere Driver or go to Programs>PrintWhere Printer Manager and select “PrintWhere Printer Manager”

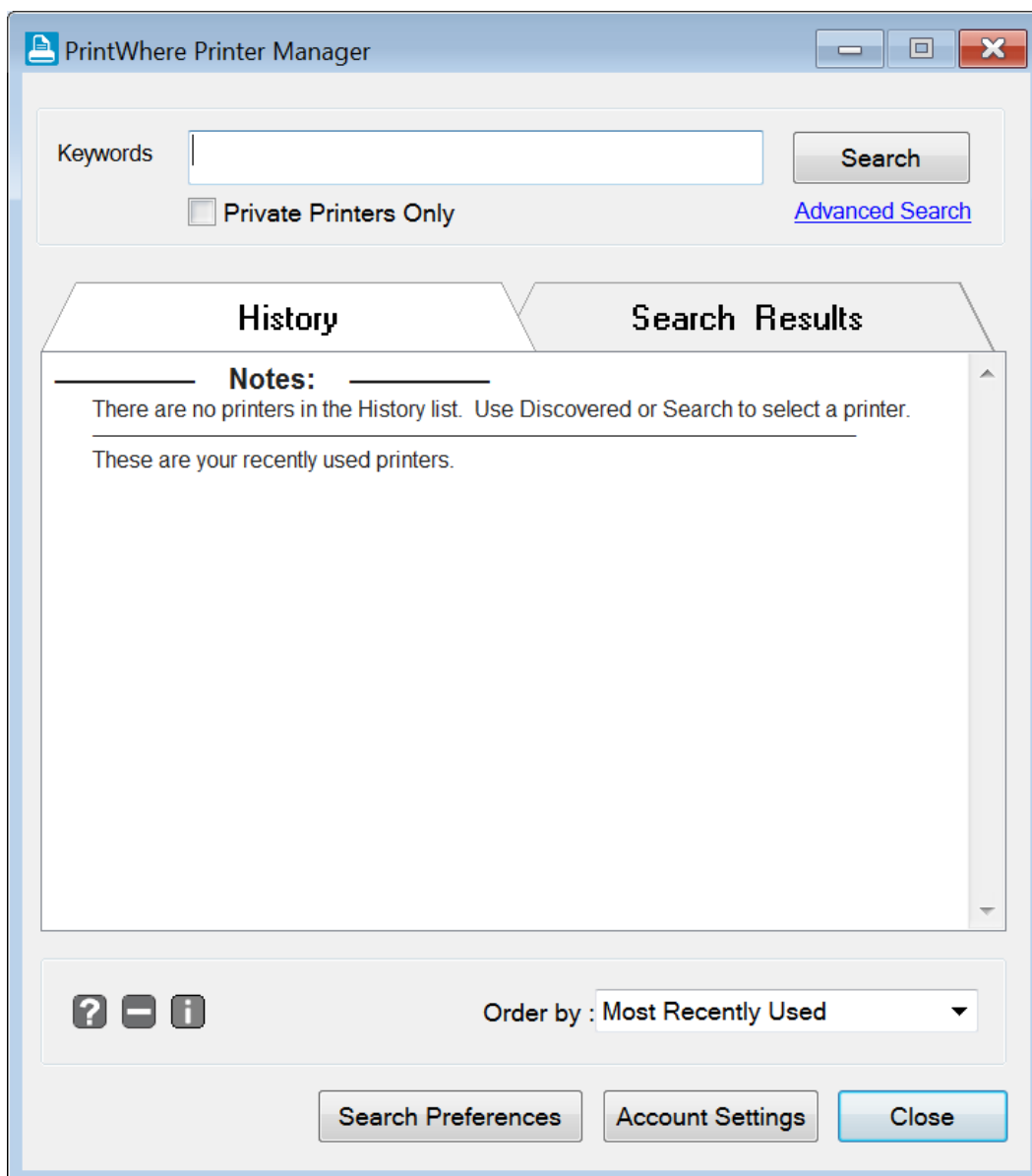


Select “Search Preferences”




The 'Search Preferences' dialog box contains two main sections. The 'Search Using' section on the left has three input fields: 'Organization' (empty), 'Address' (empty), and 'Category' (set to 'All' with a dropdown arrow). The 'Service URL' section on the right has a text box containing 'https://realogy.printanywhere.com/cps' and a format instruction below it: 'Format: <Host Name or IP Address>/cps'. Below the Service URL is a 'System Settings' section with a checked checkbox for 'Minimize to System' and a 'Clear History' button. At the bottom right are 'OK' and 'Cancel' buttons, and at the bottom left is a help icon (?)

Type in <https://realogy.printanywhere.com/cps> into Service URL  
Click "OK"



The 'PrintWhere Printer Manager' window features a search bar at the top with a 'Search' button and a 'Private Printers Only' checkbox. A link for 'Advanced Search' is also present. Below the search bar are two tabs: 'History' and 'Search Results'. The 'History' tab is active, displaying a 'Notes' section with the text: 'There are no printers in the History list. Use Discovered or Search to select a printer.' and 'These are your recently used printers.' Below the notes is a large empty list area. At the bottom, there is an 'Order by' dropdown menu set to 'Most Recently Used', and three buttons: 'Search Preferences', 'Account Settings', and 'Close'. A help icon (?) is also visible in the bottom left corner.

Click "Account Settings"



Account Settings

System Login ID [James](#)

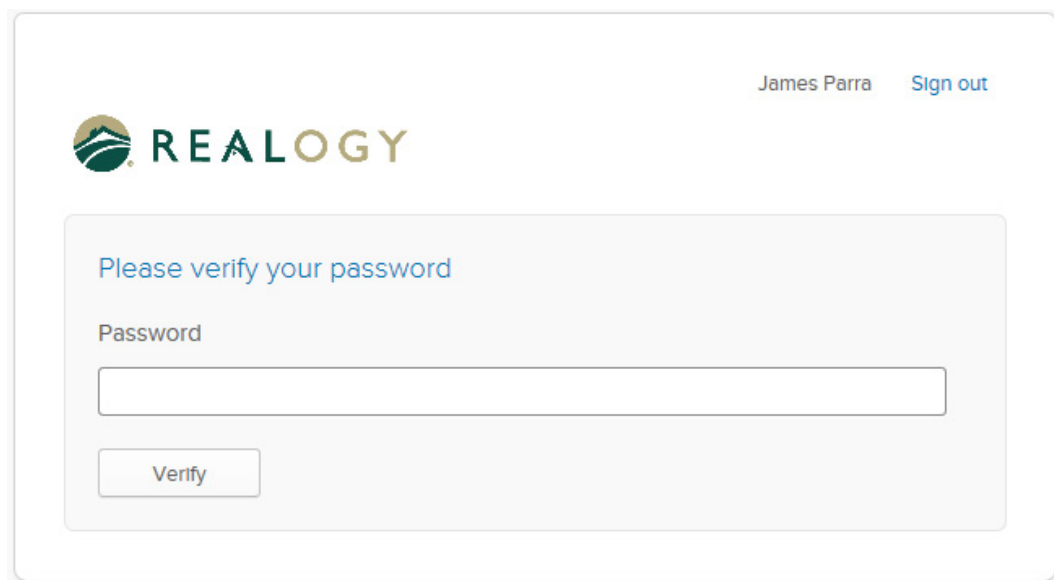
Username/Email [James.Parra@realogy.com](#)

Prompt for Credentials: ☒


[Edit](#) [Validate](#) [Clear Credentials](#)

[OK](#)

Click "Edit"



James Parra [Sign out](#)

 **REALOGY**

Please verify your password

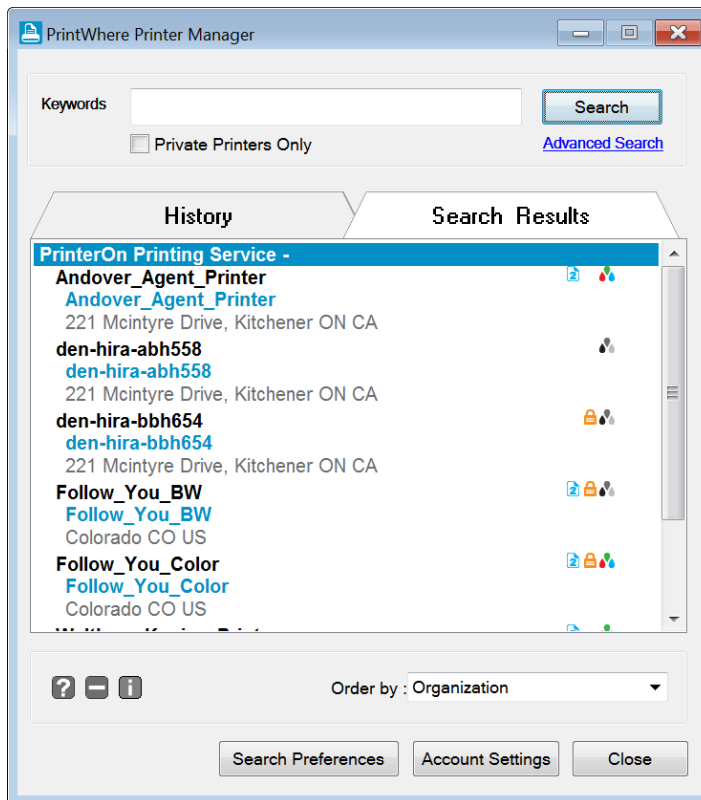
Password

[Verify](#)

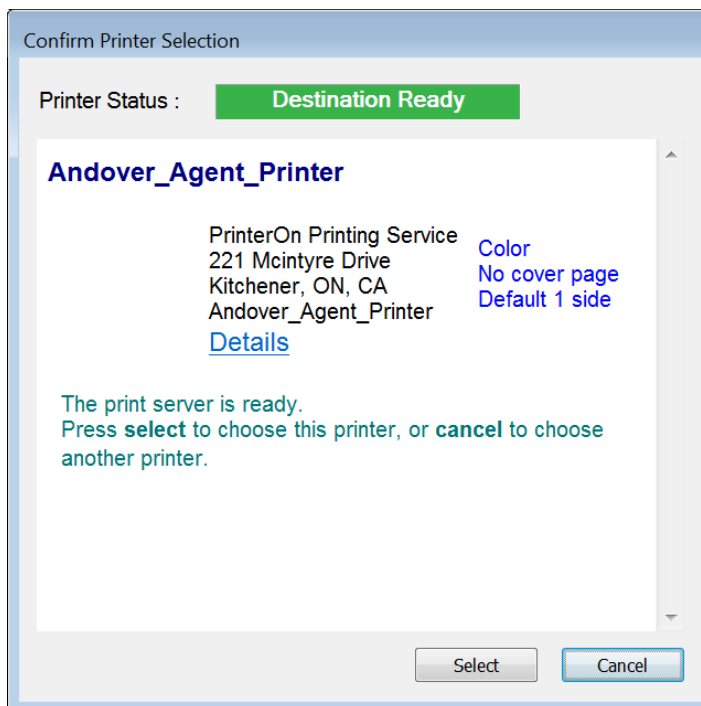
Log in to your Realogy Account

Optional - push or send text from your Okta account

Open Printwhere Printer Manager page



Click “Search” and all Printers will appear  
If you know the name of the Printer type it in the search box



Highlight printer and choose “Select”  
Click “Yes” to install printer  
Your printer is installed and called “PrintWhere6.2”  
You can print as usual with file>print>PrintWhere6.2



**PrintWhere 6.2 Properties**

Printer | Paper | Options | About

**PrinterOn ID**

den-hira-abh558 (selected)  
 den-hira-abh558  
 Andover\_Agent\_Printer

Find a Printer

**Connection:** Internet  
**Description:** den-hira-abh558  
**Number:** 900953285214

**Location**

**Company:** PrinterOn Printing Service  
**Address:** 221 McIntyre Drive  
 Kitchener, ON. CA

**Vicinity:**

**Options**

**Ink:** Black And White    **Cover Page:** Disabled  
**Page Limit:** No page limit    **Release Code:** Disabled

**Model:** PrinterOn Inkjet

OK Cancel Help

To change Printers use the drop down arrow to select desired Printer

**Delivery Options - PrinterOn**

Job Details | Options and Info

**den-hira-abh558**

Pages: 1  
 Reference #: 1001954  
 Document: Microsoft Word - This is a test of mobile printing  
 Job Status: Ready

**Privacy Release**

Name: James.Parra@realogy.com  
 Method: Automatic Printing

**Printer Information**

Company: PrinterOn Printing Service  
 Vicinity:  
 Description: den-hira-abh558  
 Model: PrinterOn Inkjet

**Job**

Paper Size: Letter  
 Duplex Settings: Single Sided  
 Color Settings: BW  
 Cover Page: None

OK Cancel

You will receive this screen when your print job is ready for pickup

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Version 2.0 March 2019

X-Central provides improved and efficient workflow and greater transparency through our cloud-based mobile print solutions, cost recovery, and IT support

