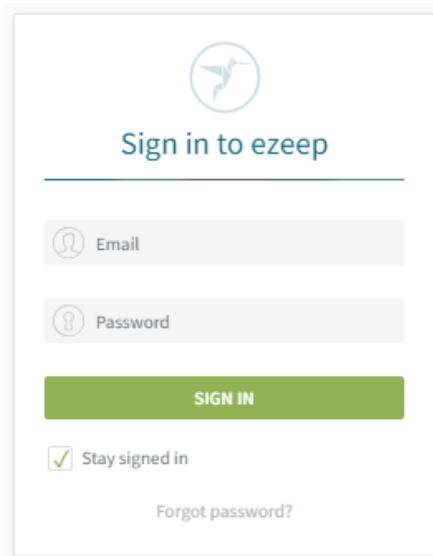


## How to print using the ezeep web portal

You have been invited to use ezeep and have set your password. How do I print now? There are many ways to print. That is what is so great about ezeep. You could Install ezeep on your computer, mobile device or just login to the web portal and print from your browser, which is what we are going to look at now.

We've made it very easy to get started. Open your web browser like Chrome, Firefox, etc.

Navigate to <https://portal.ezeep.com/>

A screenshot of the ezeep sign-in page. At the top center is a circular logo featuring a hummingbird. Below the logo, the text "Sign in to ezeep" is displayed in a blue font. A horizontal line separates the header from the input fields. There are two input fields: the first is labeled "Email" with a person icon, and the second is labeled "Password" with a key icon. Below these fields is a green button with the text "SIGN IN" in white. Underneath the button is a checked checkbox followed by the text "Stay signed in". At the bottom of the form is a link that says "Forgot password?".

When signing in, you use your email address and the password that you set. If you do not remember what password you set, just use the "[Forgot Password](#)" link and you will receive a new email to set it.

Once logged select the "Print now" from the left pane. That screen has a big target in the center with an Up(load) arrow in the middle of it.

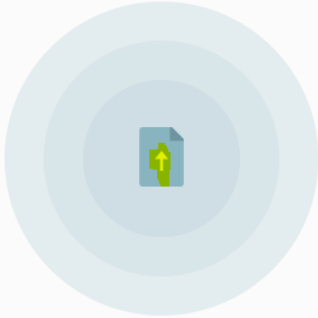
Print now. ezeep. x +

https://portal.ezeep.com/#print


CCS Ys Yammer: Home OTRS Current JIRA ThinPrint WebEx Ente CRM2 Salesforce Paycom Payroll & HI Ralston Valley High MSDN Subscriber D

**Print Now** Print to any ezeep-connected printer

Let's print something.  
Go ahead and **drop or select** your documents.




**Print from desktop**



With ezeep for desktop you can print natively from any desktop application on Windows and Mac OS X.

**Print from mobile**



Print from your phone or tablet with ezeep's apps for iOS and Android.

[ezeep for desktop](#) [ezeep for iOS](#) [ezeep for Android](#)


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Now you can “Go ahead and drop or select your documents” into the target.


If you like drag and drop then you can grab your document and drop it into the target.




Print now 


Printers 

History 

Apps 

ACCOUNT

remustermann@gmail.com 

Sign Out 

en · de · es

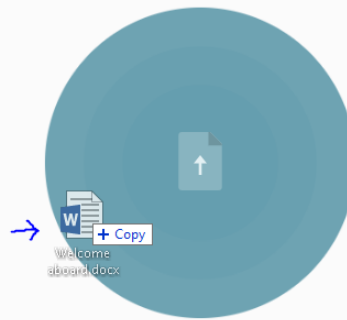
[Feedback](#)

[Help](#) · [Twitter](#) · [Facebook](#)  
Handcrafted with ♥ in Berlin

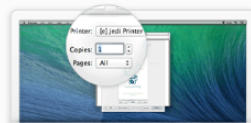
## Print Now Print to any ezeep-connected printer

Let's print something.

Go ahead and drop or select your documents.



### Print from desktop



With ezeep for desktop you can print natively from any desktop application on Windows and Mac OS X.

[ezeep for desktop](#)

### Print from mobile



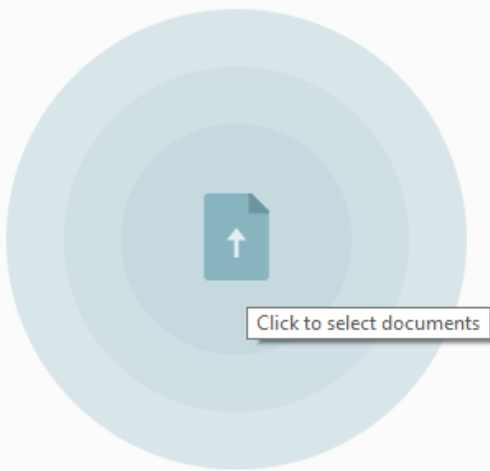
Print from your phone or tablet with ezeep's apps for iOS and Android.

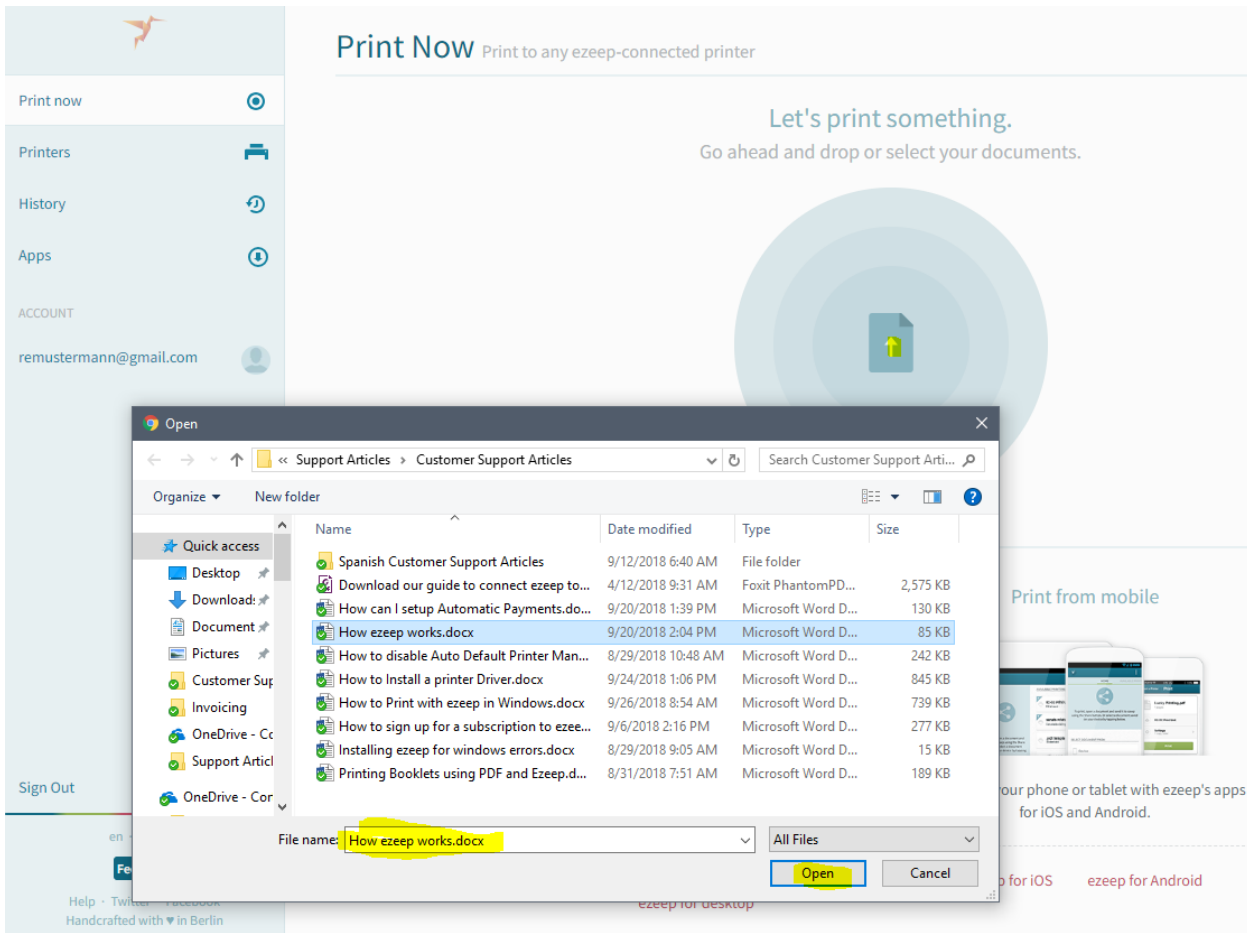
[ezeep for iOS](#)   [ezeep for Android](#)

If you would rather navigate to your document, then click inside the target to launch the file explorer to select your document

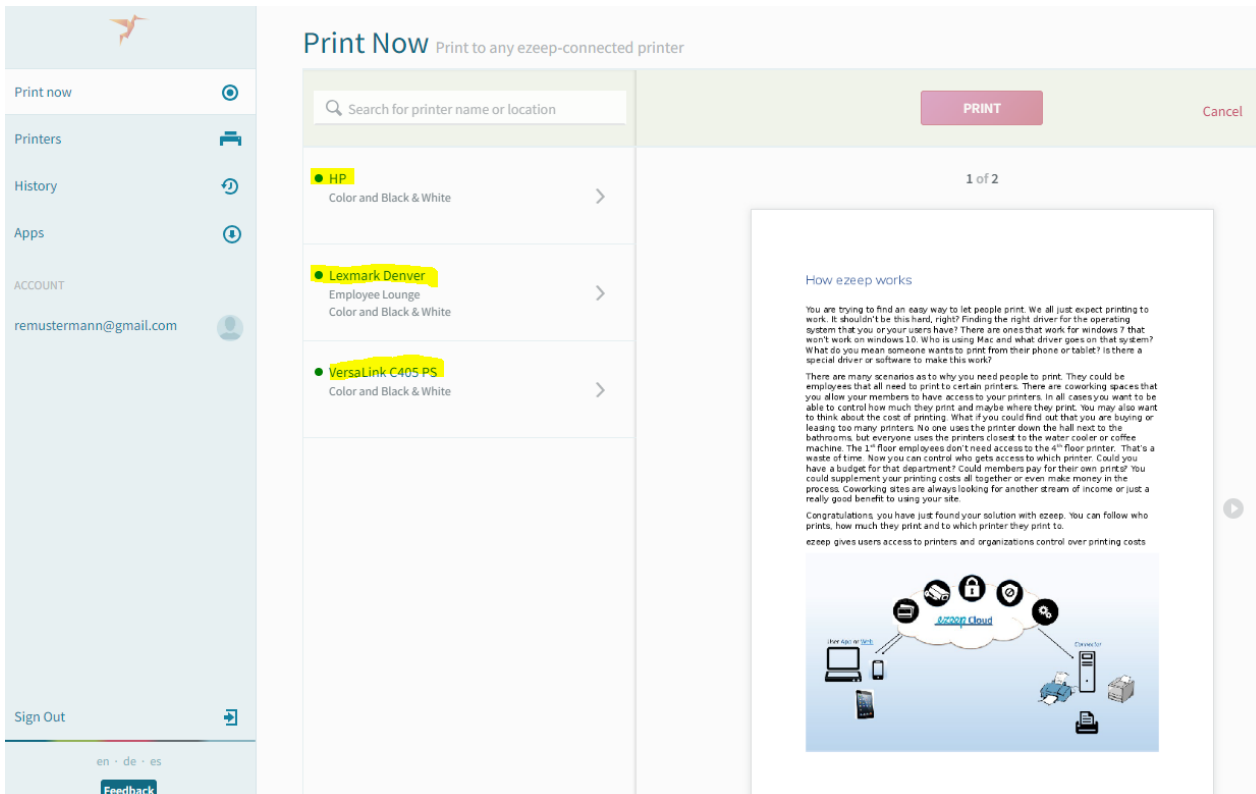
Let's print something.

Go ahead and drop or select your documents.





This will take you to select the printer that you want to print to. It shows you a preview of your document also.



Select your printer. You will see the options of your printer that you can select with the web portal. There are options like which pages that you want to print, how many copies, turning color on/off, and the paper size.

Print Now Print to any ezeep-connected printer

< Back to printers list

PRINT Cancel

1 of 2

VersaLink C405 PS

ECO MODE  OFF

PAGES  All  1-2

COPIES 1

Advanced settings

COLOR  ON

PAPER SIZE Letter

Scale to fit

PRINT LATER  OFF

How ezeep works

You are trying to find an easy way to let people print. We all just expect printing to work. It shouldn't be this hard, right? Finding the right driver for the operating system that you or your users have? There are ones that work for windows 7 that won't work on windows 10. Who is using Mac and what driver goes on that system? What do you mean someone wants to print from their phone or tablet? Is there a special driver or software to make this work?

There are many scenarios as to why you need people to print. They could be employees that all need to print to certain printers. There are coworking spaces that you allow your members to have access to your printers. In all cases you want to be able to control how much they print and maybe where they print. You may also want to think about the cost of printing. What if you could find out that you are buying or leasing too many printers. No one uses the printer down the hall next to the bathrooms, but everyone uses the printers closest to the water cooler or coffee machine. The 1<sup>st</sup> floor employees don't need access to the 4<sup>th</sup> floor printer. That's a waste of time. Now you can control who gets access to which printer. Could you have a budget for that department? Could members pay for their own prints? You could supplement your printing costs all together or even make money in the process. Coworking sites are always looking for another stream of income or just a really good benefit to using your site.

Congratulations you have just found your solution with ezeep. You can follow who prints, how much they print and to which printer they print to.

ezeep gives users access to printers and organizations control over printing costs

After you have the options set then click on the red "Print" button at the top of the screen.

You will then see that it is sending to your printer.

Print Now Print to any ezeep-connected printer

High Five!

Sending

BACK TO UPLOAD

It sent to the printer successfully

Print Now Print to any ezeep-connected printer

Print now

Printers

History

Apps

ACCOUNT

remustermann@gmail.com

High Five!

✓ Sent to the printer

BACK TO UPLOAD

Congratulations! You have successfully sent your document to your printer.