

# Wireless Printing Steps: Website

## GUEST USERS

To access Smart Alec online, visit <https://bit.ly/3Z8dCfy>

# 1

From the Home Page that appears, select "Guest User"

Library Card Number / Guest Number  
PIN  
Forgot Password?  
Log in  
or  
Guest User

# 2

A number and pin will appear. Enter your email or phone number to activate

ID.  
Card#: 438523490119235  
PIN: 9235  
Email  
Phone  
Submit

# 3

The home page should reappear with the message you created an account successfully

Libraries. Well Crafted.  
Welcome to SmartAlec, an online resource to upload your documents. Documents can be release/printed at any Print Release Station at any library location. To login, enter your Library Card number and PIN. If you do not have a Library Card, please click on the "Guest User" button.  
You have created an account successfully, please log in  
Library Card Number  
PIN  
Forgot Password?

# 4

Open your email to access your login link and pin number.

We have created an account for you. Please use the following information to log in:  
LibraryID: 438523490119235  
Password: 9235  
Login Page:  
<https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsmartalec.smartalecprint.com%2FSmartAlec%3FID%3DHickoryNC%26LibraryID%3D438523490119235&data=05%7C01%7Cm-goodrich%40hickorync.gov%7C9c556a711a82455dfe1f08dafa5b33b4%7Cb17222cd1c5d4ac5a785e4b295889e24%7C0%7C1%7C638097566873065321%7CUnknown%7CTWFpbGZsb3d8eyJWJoiMC4wLjAwMDAILCjoiV2luMzllLjB1Ii61haWwILCjYVCl6Mn0%3D%7C0%7C%7C%7C&data=40rGjAht3lboia.lnQsYsL0L.C7ZsqkRfCQm0YGSXBC0%7C>

# 5

After clicking the login link your card number will be filled in. Enter your pin and log in

Welcome to SmartAlec, an online resource to upload your documents. Documents can be release/printed at any Print Release Station at any library location. To login, enter your Library Card number and PIN. If you do not have a Library Card, please click on the "Guest User" button.  
438523490119235  
PIN  
Forgot Password?  
Log in

# 6

You should see the upload screen appear. Continue from **Step 3** on Website Card Holders instructions

Documents 0  
Upload Documents  
Select a file to upload  
Only pdf, doc, docx, xls,xlsx, ppt, pptx, csv, txt, html, rtf, jpg, png, bmp, jpeg, and heic files are allowed  
Upload