

Printing Tips

(Good things to know....)

1. Use your printer “properties” to designate what your print will look like. (Watch demonstration.)
2. Compose using an economical size and style of font.
3. Carefully edit/copy read your work to avoid printing errors.
4. Turn printer on approximately once a week.
5. Turn printer off to “park “cartridges”.
6. Don't run test pages more often than necessary.
7. Print two on a page or use both sides of the paper.
8. Don't always believe “empty” notice.
9. Consider remanufactured compatible ink.
10. New printers are more efficient. (Cost per page)
11. Take advantage of sales, discounts, and coupons.