

Finding Printer Properties.

This document will describe to the different ways to find printer setting information for Microsoft™¹ Windows 95, 98, NT, and 2000.

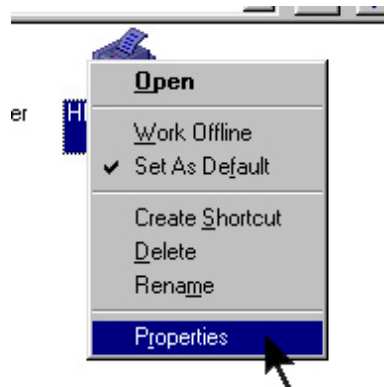
For Windows 95/98:

Click on:

1. Start
2. Settings
3. Printers

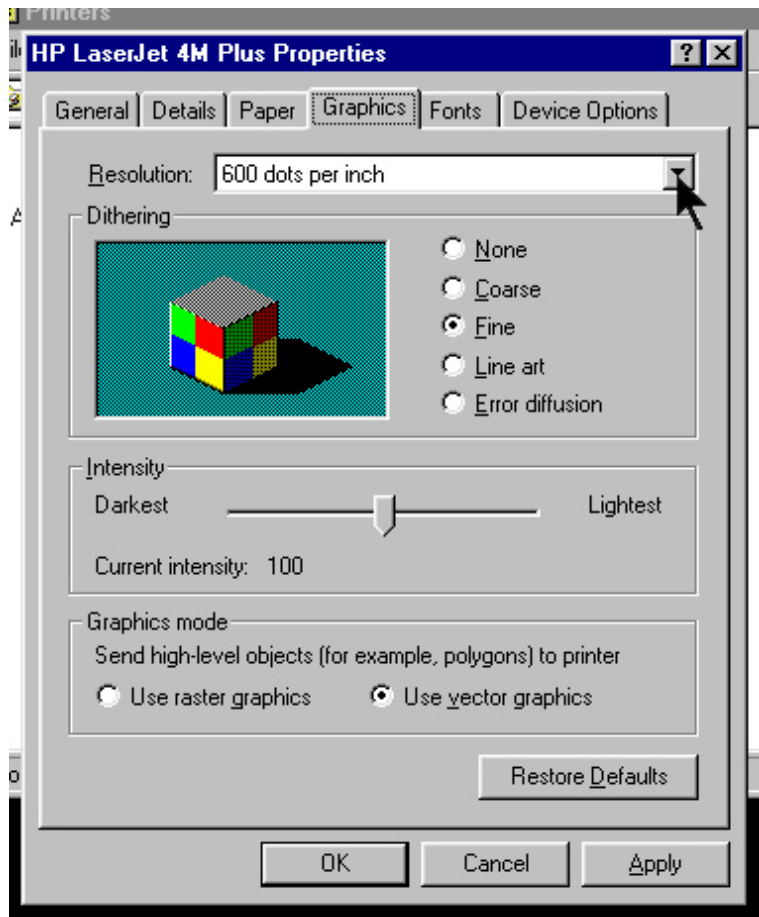


Next you will see the “Printers” folder appear. Right click on the appropriate printer and select properties.



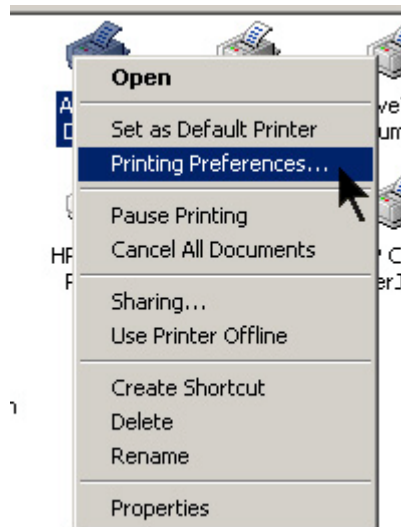
¹ Microsoft™ is a registered trademark of The Microsoft Corporation.

After you click on the properties button all of the printer setting will appear on the screen.

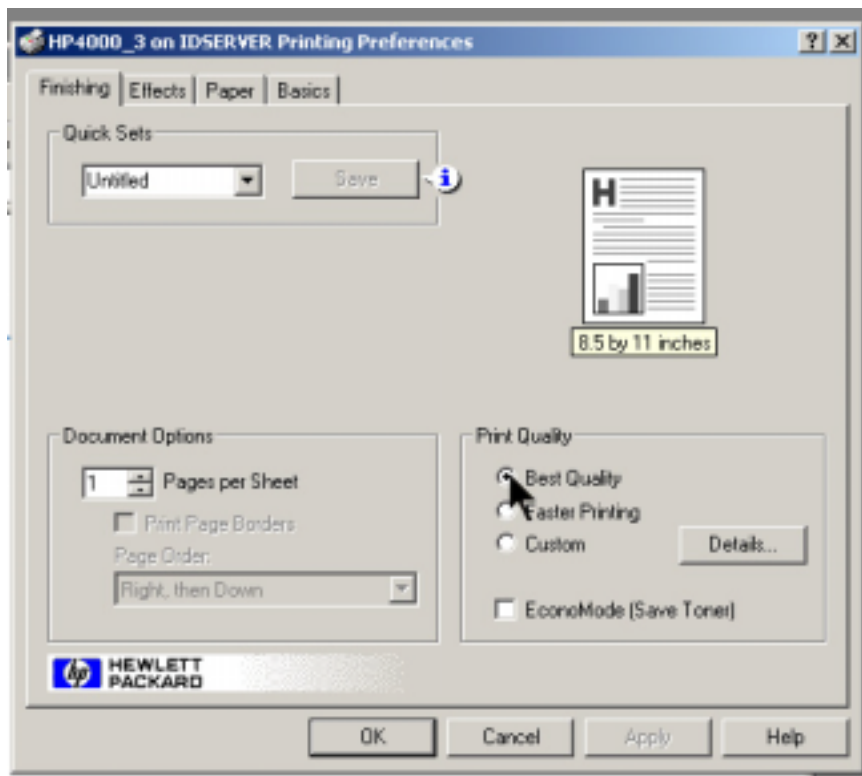


For Windows NT/2000:

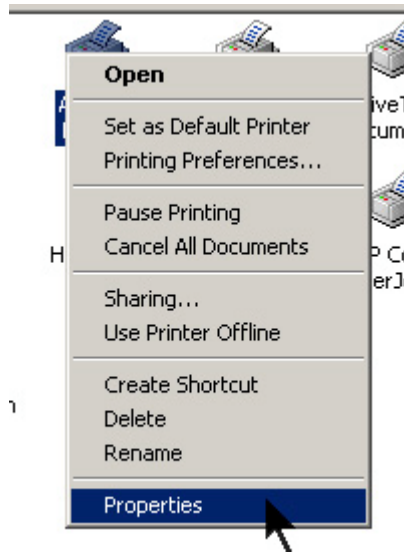
You will find the printers in the same manner as before by clicking on Start, Settings, and Printers. The big difference is when you right click on the desired printer. You will be presented with at least two different options. The first of which is the “Printer Properties”.



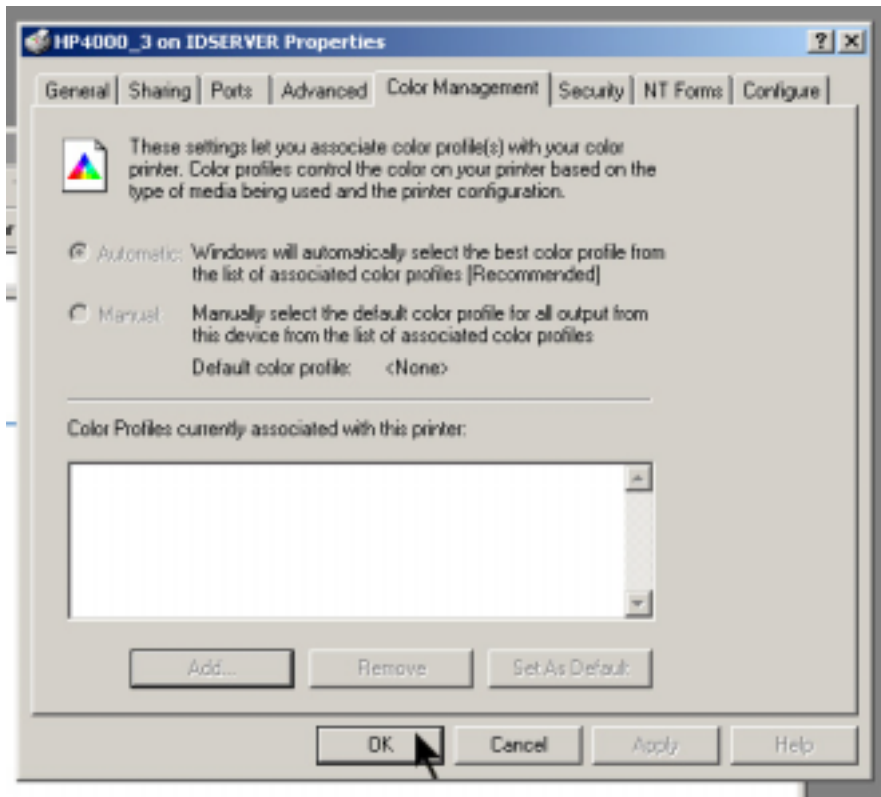
By left clicking on this selection, you can setup the printer’s preferences. In most cases, this is where you will need to go to find the desired printer options.



The second place to check is under the printer's properties. You can get there by right clicking on the printer and selecting "Printer Properties" with the left mouse button.



This will enable you to setup the printer's properties.



PVC Printer setup have both “Printing Preferences” and “Printing Defaults” to the same values in Windows 2000. To ensure correct operation, both tabs MUST be changed to the settings that you want for you IDenticard Software to work correctly.

