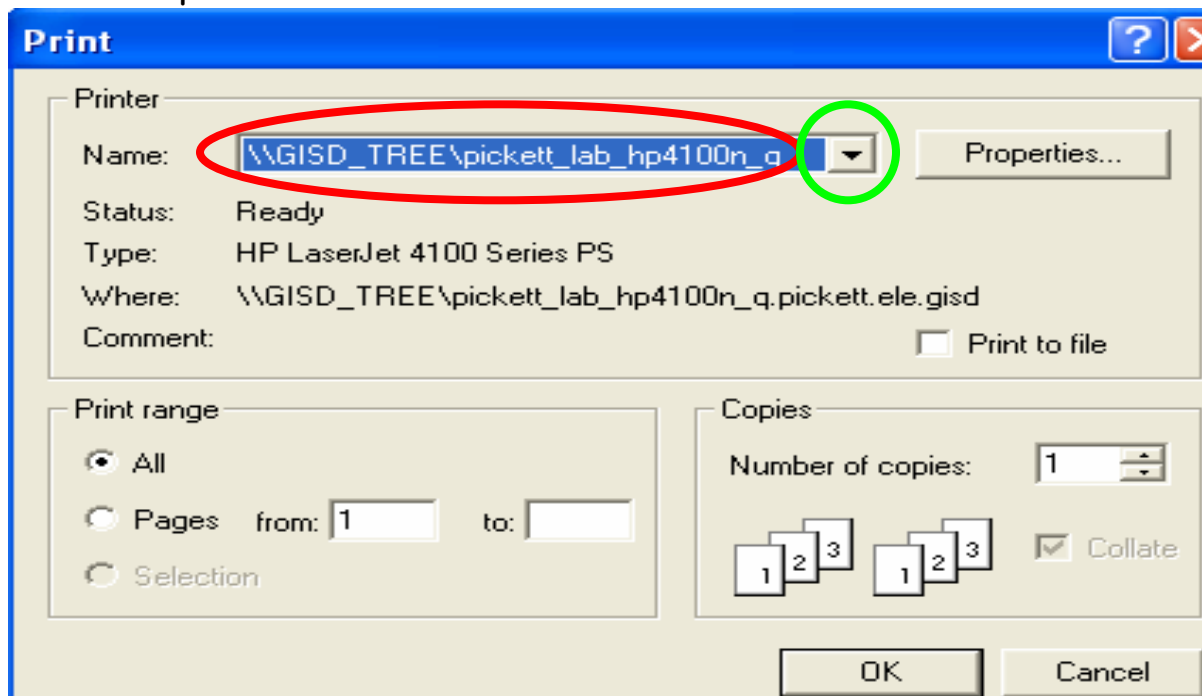


## Where Are You Printing

In most programs, when you choose "Print" from the File menu, a printer name will display at the top of the print window. Check to make sure your document is going to print where you want it! If you want to change printers, click the arrow at the end of the Printer Name menu and choose the correct printer from the list that drops down.



The **print** button on the tool bar will print to the default print. If you "hover" your mouse over this button, a **popup** will display showing you where your document will print. If the printer is NOT the one you want, you will need to go to the File menu and select Print to change your printer.

