

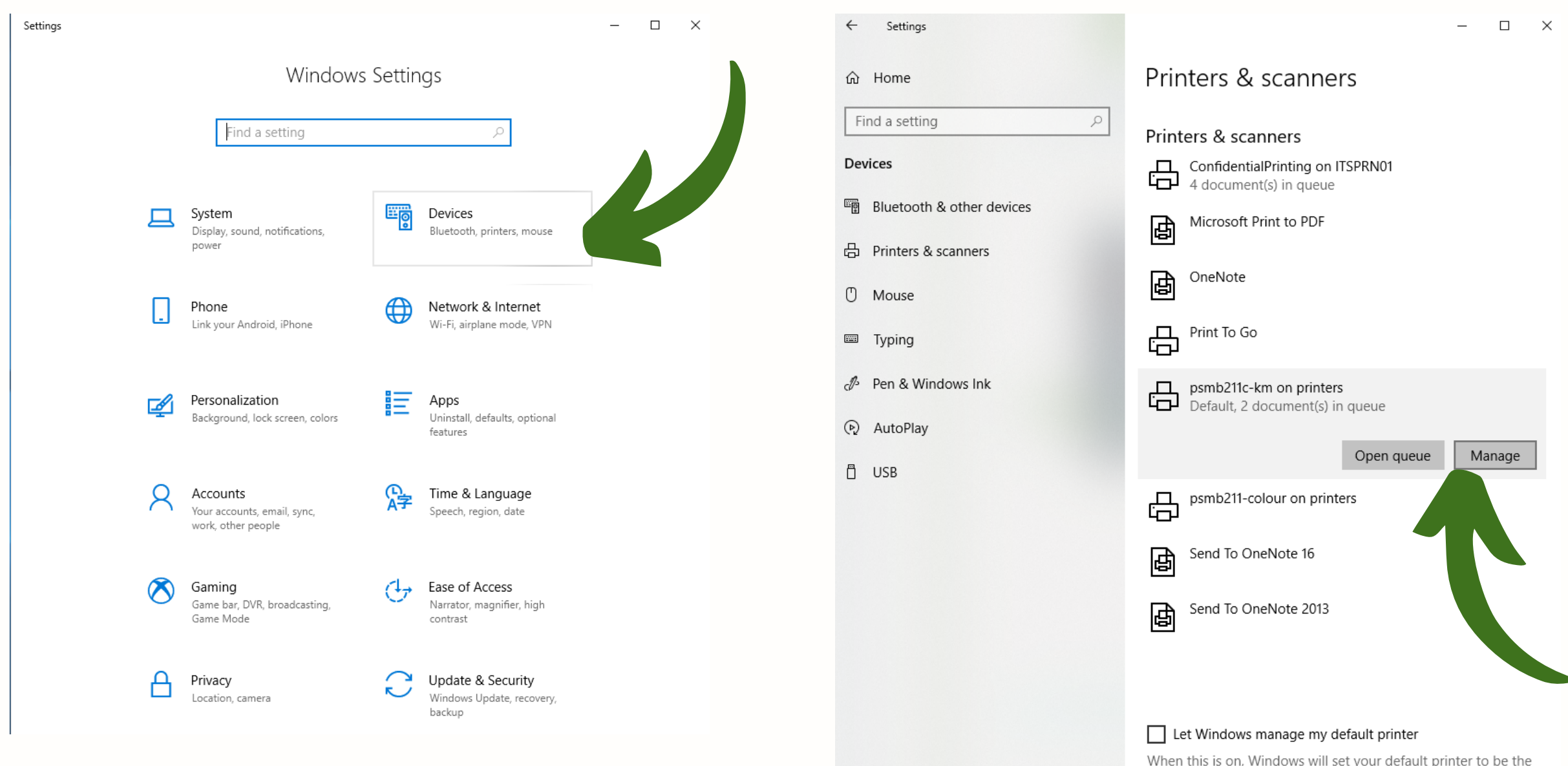


DOUBLE-SIDED PRINTING

Save paper by changing your settings to double-side printing. This helps reduce paper waste and allows paper to be used more efficiently.

For PC (Steps may vary slightly from printer to printer)

1. Click the Windows button on the bottom left corner.
2. Click Settings > Devices > Printers & scanners



3. Click your primary printer > Manage.
4. Click printing preferences.
5. On Print Type: choose '2-Sided'. Click OK to save.

