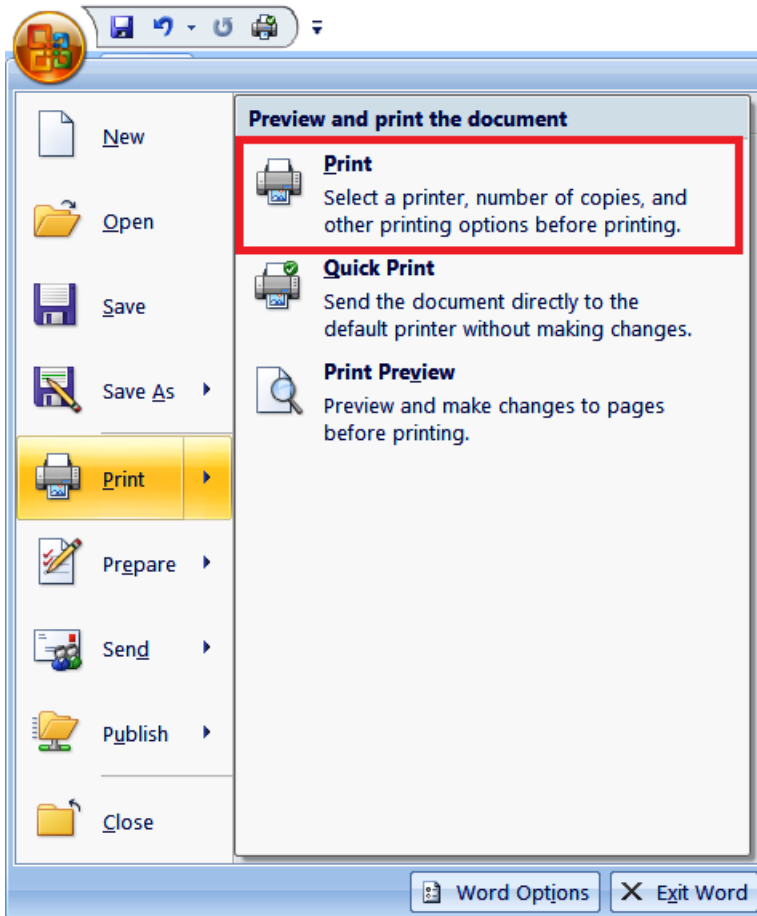
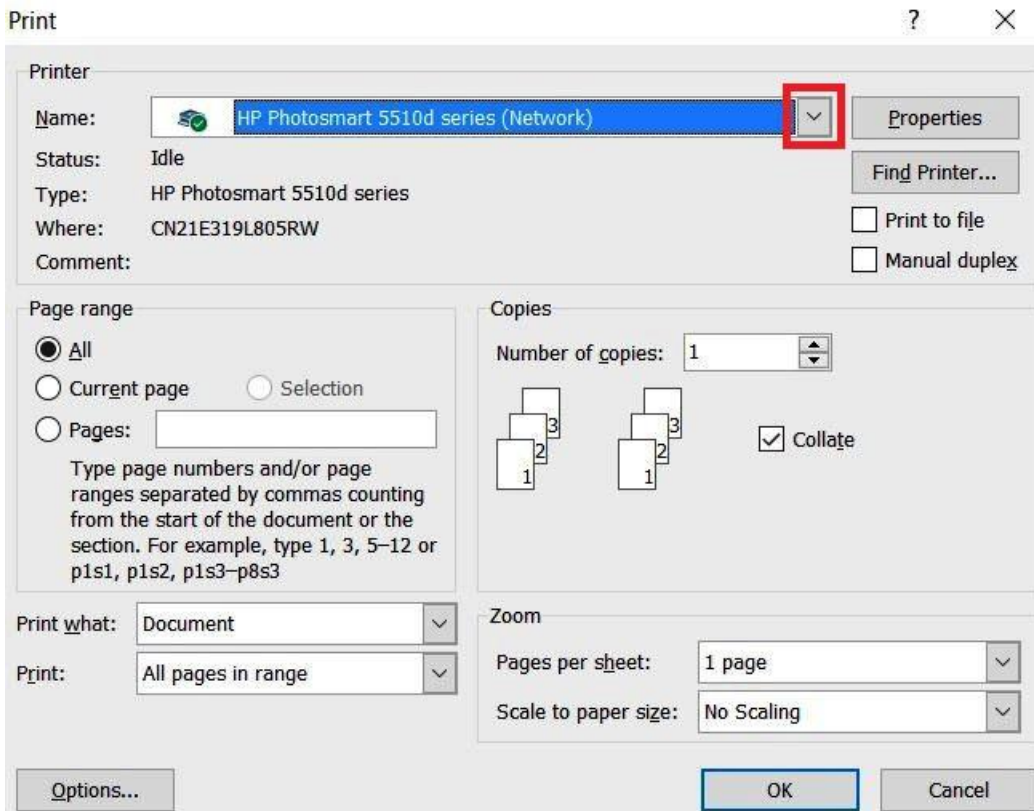


In Microsoft Word when you want to print a document,

1. You click on the ball (see above)
2. You click on Print (see on the right)
3. You click on the top option (see below)
4. The next page shows how to find what printers are available



You click on the little arrow (shown below)



You click on the printer you want to use (see below)

