How to Print

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TOPIC --

This article describes how to print an item from your Newton to a printer.

DISCUSSION --

To print an item such as a note, name card or Date Book appointment, from your Newton, follow these steps:

1) Connect your printer to your Newton by plugging the printer cable into your Newton's communications port.

2) Go to the item that you would like to print.

3) Tap the Action button; then tap Print. Note that the name of the Print command depends upon what area you're in.

4) Tap Printer to select the printer type. You will see a dialog box that lists the available printers. Tap the name of the printer that you wish to print to, then tap Use Printer to select a printer.

5) Tap Format to see a list of formatting options. These options will change depending upon what item you're printing.

6) Tap Preview to see what the printed document will look like.

7) Tap Print to print the document to the Out Box. The Out Box will appear on your screen.

8) To send a single printed item from the Out Box, tap the item you want to send, then tap Print in the dialog box which appears. The item will now be sent.

9) To send all printed items in the Out Box, tap the Send button in the Out Box, then tap Print in the pop-up menu. All of the printed items will now be sent.

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