BOOKLET

Laser Printer Utility

version 3.6

Users Guide
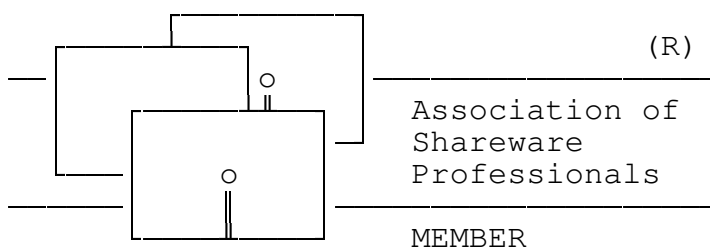

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   |  __|_____ o  |   |
   |_|        |___|___|   Association of
     |        |           Shareware
   __|    o   |_____ Professionals
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  |_____||_____| _____

                          MEMBER
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Table of Contents

The Shareware Concept

Shareware distribution gives users a chance to try software before buying it. If you try a Shareware program and continue using it, you are expected to register. Individual programs differ on details -- some request registration while others require it, some specify a maximum trial period. With registration, you get anything from the simple right to continue using the software to an updated program with printed manual.

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Disclaimer

The fact that BOOKLET will print on both sides of the paper does not imply that this is accepted practice for your particular printer. Sympathetic Software is not responsible for damage resulting from ignoring manufacturers recommendations. That said, we have yet to hear of any difficulties worse than paper jams when using this utility. Also, one printer manufacturer who warns against printing on the reverse side of the paper provides for a "cleaning paper" to be used on cartridge changes. The recommended procedure is, in fact, printing on the reverse side of this sheet.

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payment of $20 to SYMPATHETIC SOFTWARE. The $20 registration fee will
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may be used by any number of people and may be freely moved from one
computer location to another, so long as there is no possibility of it
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book cannot be read by two different persons at the same time.

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contact SYMPATHETIC SOFTWARE. This authorization will be automatically
granted to distributors recognized by the Association of Shareware
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distributors, and such distributors may begin offering BOOKLET
immediately (However SYMPATHETIC SOFTWARE must still be advised so that
the distributor can be kept up-to-date with the latest version of
BOOKLET.).

     You are encouraged to pass a copy of BOOKLET along to your friends
for evaluation. Please encourage them to register their copy if they
find that they can use it. All registered users will receive a copy of
the latest version of the BOOKLET system. To register your copy of
BOOKLET, send in a completed copy of the enclosed order form.

Support

     The current version of BOOKLET is available from the ASP library of
PC Magazine's Utility Forum (Library 14). (From CompuServ GO
ZNT:UTILFORUM. See the masthead page of PC Magazine for information on
accessing this forum.) Problem reports may be made to Sympathetic
Software or sent by CompuServ E-Mail to:

          Stephen L Billard: 71046,1476

     This program is produced by a member of the Association of Shareware
Professionals (ASP). ASP wants to make sure that the shareware principle
works for you. If you are unable to resolve a shareware-related problem
with an ASP member by contacting the member directly, ASP may be able to
help. The ASP Ombudsman can help you resolve a dispute or problem with
an ASP member, but does not provide technical support for members'
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Muskegon, MI 49442-9427 or send a CompuServe message via CompuServe Mail
to ASP Ombudsman 70007,3536. The Ombudsman may be contacted by FAX by
sending to the ASP FAX number: (616) 788-2765. In communications with
the Ombudsman please include a telephone number and/or FAX if available.

Introduction

BOOKLET is designed to create PC Booklet sized documents from full page text files on Laser Printers which emulate the Hewlett-Packard LaserJet series. Also supported are the DeskJet family by Hewlett-Packard. It prints four pages of the text file on one sheet of paper. The pages are printed "half size" on the right and left halves of both sides of a sheet of paper turned sideways (Landscape orientation.) It supports all the standard sizes of paper (A4, LETTER, LEGAL, and EXECUTIVE)

BOOKLET will perform transformation on basic LaserJet formatting commands. This means that you can use your word processor to print a formatted document to a file and use BOOKLET to print that file in booklet form. For this to be successful, you must have fonts loaded in your printer for the sizes BOOKLET will use. These can be from a font cartridge or may be soft fonts which you have loaded ahead of running BOOKLET. BOOKLET does not create or load any fonts. You will need fonts which are approximately two thirds the point size of the fonts you use in your document. If you do not have exactly the right font, the LaserJet will select the closest match from the ones it has. This match may or may not prove acceptable.

For plain ASCII text BOOKLET will select the 16.67 character per inch landscape lineprinter font. This font does not exist on either the original LaserJet or the LaserJet+. You will need to use a font cartridge having this font or load a soft font equivalent before running BOOKLET.

BOOKLET transforms only font, line spacing, and cursor positioning commands. It will discard page control commands such as page size, page orientation, and margins. If your document contains these, it may not print correctly.

OPERATION

BOOKLET is run from the command line specifying the file to be printed and, optionally, parameters. You can configure BOOKLET with your standard parameters.

Usage:

        BOOKLET filename [/option /option...]

Example:

        BOOKLET readme.1st +h+f/s:A4

Option summary

Note: items enclosed by brackets ([]) are optional. (the brackets are never typed.) If an item is not specified, the default will be used.

Items separated by vertical bars (|) are choice items. That is, +|-
means you can use the plus (+) or you can use the minus (-). Plus will
set an option. Minus resets it. The slash is not needed when either
plus or minus is used. If the file name you wish to print contains a
slash, plus, minus, or space you will have to enclose the name within
quotation marks.

+|-A   Announce completion of first side printing with beep

           This is useful for printers with a small buffer. When the
           printer has a large buffer, The beep will come way before the
           printer is finished.

AS:[num][,num]   left and top Auto Skip

           This option is used to indicate the amount of space that the
           printer automatically skips over. This area is a "forced"
           margin unique to the printer. LaserJet printers have an auto
           skip left margin of three characters. They have no top auto
           skip.

           You determine left auto skip by multiplying the printers left
           unprintable area in inches (this is on the short edge of the
           paper since BOOKLET prints in landscape orientation) by 16.67.
           (The font BOOKLET uses is 16.67 characters per inch.)

           You will need a top auto skip if the printer automatically
           skips lines before starting printing. The Hewlett-Packard
           DeskJet printers do this. Compute the top auto skip by
           multiplying the distance it skips (in inches) by 6.

           DeskJet Plus printers have a half inch left margin and a
           quarter inch top margin. For them you would use a left auto
           skip of 8.34 and a top auto skip of 1.5.

           Note: you must set your margins to be at least as large as the
           auto skip values.

           The defaults are: left auto skip: 3, top auto skip: 0.

B:num   sheets in each Binding

           If a booklet contains too many pages, it will be difficult to
           fold. The resulting booklet will be too thick. This option
           allows you to set the number of sheets of paper for each
           folding. Thus, the booklet could consist of several folios
           each with up to 'num' sheets of paper. The default is 255
           sheets. This is also the maximum value. Booklets with more
           sheets will be printed as multiple folios.

C   save parameter Customization

           This option updates the program with the option settings you
           have selected.

+|-F[:"heading description"]   print Footer at the bottom of each
                                    page

        If Footer is set, A Footer will be printed at the bottom of
        each page. For a description of how to define a Footer, see
        Heading Descriptions, Page 10.

        Default is no Footer.

+|-H[:"heading description"]   print Header at the top of each page

        If Header is set, A Header will be printed at the top of each
        page. For a description of how to define a Header, see Heading
        Descriptions, Page 10.

        Default is no Header.

G:num   Gutter columns;

        The Gutter is the space around the fold. Setting the Gutter
        adds columns to the right of even pages and to the left of odd
        pages. This allows extra space for binding the booklet. See
        MARGINS below for further detail.

        Default is 2 columns.

J[S][P]:num[:num]   Jump to sheet [page] number;

        This option is used when recovering from printer failures
        during previous runs of BOOKLET. That is, if you have a paper
        jam on the third sheet, you can rerun BOOKLET using the same
        parameters but adding /J:3 and it will not reprint the first
        two sheets. If you use /JP:num, BOOKLET will skip to the sheet
        containing page 'num'.

        The second 'num' is the sheet (or page) on which printing
        should stop. /J:3:5 will print three sheets starting with
        sheet three.

        'S' is added when you wish to reprint using previously printed
        first sides. /JSP:5 will restart printing of the second sides
        starting with the sheet which contains page five and continuing
        to the sheet with the last page. /JSP:3:12 will restart
        printing the sheets containing pages three through 12.

        See RECOVERING FROM PRINTER ERRORS below for a discussion of
        printer error recovery.

        Default is to start printing both sides from the beginning.

+|-K:SIMPLEX|DUPLEX|MP|DJ|INVERTED   select the Kind of
                                          laser printer feed.

        This option sets the page printing order appropriate for paper
        feed technique.

        SIMPLEX is the normal mode. The printed first sides are placed
        face down back into the paper feed tray for second side
        printing.

        INVERTED is used if your printer stacks the output face up
        instead of face down. Otherwise, it functions the same as
        SIMPLEX.

        MP is used for the Hewlett-Packard LaserJet IIP and IIIP
        printers. The printed output is placed face up in these
        printers' Multi-Purpose Tray for second side printing. (The
        paper for the first side may be fed from either the MP tray or
        the lower cassette.) NOTE: If you have selected LC ONLY from
        the IIP front panel MP will not be able to function. For most
        applications, selecting LC TRAY will provide the same paper
        source as LC ONLY but allows software switching of trays. ALSO
        NOTE: if you are using the front output tray in conjunction
        with the MP tray, these printers function like the DeskJet
        series. Use K:DJ.

        DJ is used for the Hewlett-Packard DeskJet series printers.
        These stack face up, but feed differently so that INVERTED does
        not produce a proper output order.

        DUPLEX is used with printers such as the HP LaserJet IID which
        are capable of printing on both sides of the page on their own.

        Default is SIMPLEX feed.

L:num   Lines printed per page

        A normal LETTER size document has 66 lines per page. A4
        documents can have up to 70 lines. You should select the
        number of lines to be printed per page that is appropriate to
        the document you are printing.

        BOOKLET uses this number to compute line spacing. If you set
        the number too large, the lines will overprint each other. On
        A4 paper, 70 lines plus the header and footer works.

        Default is 66 lines.

M:[num][,num][,num][,num]   left and right indent columns, top
                                  and bottom Margins

        The first number is the number of characters each line is
        indented from the left. The second number is the number of

columns reserved for a right margin. The last two numbers are
the top and bottom margins.

The amount of non printable margin varies with the printer
model. The LaserJet IIP is quite happy with a top margin of 1
line. The LaserJet II will lose a line unless the top margin
is 2 lines. See below for a further discussion of margins.
Your margins must be at least as large as your printer's auto
skip regions for proper printing.

Default is 4 column left indent, 4 column right indent, two
lines top indent, and two lines bottom indent.

O:filename   set Output file name

This option allows output to be sent to disk file or to a
specific printer on a port. To print on the second printer
port use O:LPT2.

Default is LPT1

+|-R[num]   print pages in Ring binder order

When this option is set, the pages are printed in sequential
order so that they can be read conveniently if the sheets of
paper are left un folded and placed in a ring binder. 'num' is
the margin to be provided for the hole punch.

When the option is reset, the pages are printed in booklet
order such that they will be in sequential order once the
sheets of paper are folded in half.

Default is booklet order. The default ring binder margin is 5.

S:A4|LETTER|LEGAL|EXEC   set paper Size

A4   = 210 x 297 mm
LETTER = 8.5 x 11 inch
LEGAL = 8.5 x 14 inch
EXEC   = 7.5 x 10.5 inch

Default is LETTER paper.

+|-T   print Two pages on each side of a sheet of paper.

Booklet printing prints four pages (two per side) on each piece
of paper. If you want your document printed full size, but on
both sides of the page, reset the T option.

Default is two pages per side.

+|-U   print Uni-sided

          When this option is selected, the document is printed on only
          one side of the paper.

          Default is two sided

+|-VC   print Vertical Cut marks on each page

          When this option is selected cut marks are printed in between
          each logical page. These marks can be used for alignment of a
          paper cutter.

          Default is no vertical cut marks.

+|-VS   print Vertical Staple marks on each page

          When this option is selected staple marks are printed in
          between each logical page. These marks can be used for
          alignment of a stapler.

          Default is no vertical staple marks.

+|-W   Wait for enter key between sides

          This allows you to stop the printout while you place the
          printed first sides into the paper tray.

          The default is to wait.

ZD:num:num   debug dump pages

          This option allows copying of pages to a file for debugging
          purposes. When this option is used, BOOKLET copies source file
          pages starting at the first num through the second num to a
          file named BOOKLET.DMP.

?   print the usage summary.

     If a filename contains spaces, slashes or a plus or minus character
you will have to enclose it within quotation marks. Otherwise, BOOKLET
will treat the portion of then name following these characters as an
option. Either single or double quotation marks may be used so long as
the same mark is used to close the quotation as to start it.

HEADING DESCRIPTIONS

     Headers and Footers (headings) are printed based on the heading
definition associated with each. You can place any text you wish on a
heading. The only constraint is that it must be less than 128 characters
total. In addition to simple text, you may include things like the page
number or file name by using the tokens defined below. The heading can
be highlighted by over bars and under bars and with LaserJet shading and
pattern fills (assuming your printer supports this feature.)

     The text and tokens be centered or set flush to the right margin.
(By default they are left flush.) A header or footer can be made up of a
combination of left flush, centered and right flush text. Any text
preceded by @C is centered and any text preceded by @R is set right
flush. You may have only one each of the tokens @C and @R in a heading.

     The text and tokens must be enclosed with quotation marks, otherwise
any spaces, slashes, plus signs or minus signs would be interpreted as
the beginning of the next command line parameter.

     The following tokens substitutions are defined for customizing your
heading:

   &P   inserts the page number

   &#   inserts total number of pages

   &F.E   inserts the name of the file being printed

   &F   inserts the name of the file without the extension

   &FD   inserts the file date

   &FT   inserts the file time

   &CD   inserts the computer's date

   &CT   inserts the computer's time

   &U   inserts a line under the header or footer

   &O   inserts a line over the header or footer

   &Snum   inserts a Shading pattern on top of the header or footer. num
           is a number defining the pattern. Refer to your printer manual
           for Rectangular Area Shading Fill.

   &Bnum   inserts a Cross-Hatch pattern on top of the header of footer.
           num is a digit Refer to your printer manual for Rectangular
           Area Cross-hatch Fill.

   &&   inserts an ampersand character

   &@   inserts an at sign

&{   inserts a brace

&CT and &FT may optionally be followed by a time format description.
This description is enclosed in braces ("{" and "}"). Use H where you
want hours, MM for minutes and SS for seconds. Use HH for 24 hour
notation. For example, {H:MM:SS} gives the time as 4:45:17 pm. This is
the default format. {HHMM} gives 1645.

&FD and &CD may also have a format description string following.
Again, these are enclosed in braces. D gives the date, M the month, and
YY the year. DD insures the date is two digits. Likewise MM insures the
month is two digits. MMM will print the name of the month. YYYY will
give a 4 digit year. Examples of date format: {dd-mm-yy} gives
02-10-91. {mmm d, yyyy} gives October 2, 1991.

Sample Headings

+H:"&U@C&F.E – &FD{MMM d, YYYY}"   gives a header with the full file
name and date (separated by a hyphen) centered with a line underneath.
This header will look as follows:

BOOKLET.PCL – September 26, 1991

+F:"&O@C– &P –"   gives a footer with the page number between two
hyphens. This is centered and has a line over it. This footer looks as
follows:

- 5 -

+H:"&o&u&s5&f@r&dt{m/d/y}"   will create a shaded bar with solid
lines at the top and bottom. On that bar, to the left will be the file
name (without the extension). The date the booklet was printed will be
flush to the right. Try this one if your printer supports Rectangular
Area Fills. It makes an attractive header bar.

+F:"@rPage &p of &#"   will place a page indicator at the bottom
right corner of each page of your booklet. For example: Page 5 of 10.

SAMPLE COMMANDS

booklet booklet.pcl +vs–h–f/m:11 /l:66 /s:letter

Prints the document BOOKLET.PCL in booklet format (the default) on
8.5x11 inch paper (the '/s:letter' option). The '/l:66' option is used
to specify that the BOOKLET.PCL document expects to have 66 lines on each
page. '/m:11' indents each logical page by eleven columns. (When
BOOKLET.PCL was created, it was created without any left margin. This

command adds it back.) '+vs' causes staple locating marks to be printed
between each logical page. Finally, '-h-f' insures that there no footer
('-f') and that there is no header ('-h').

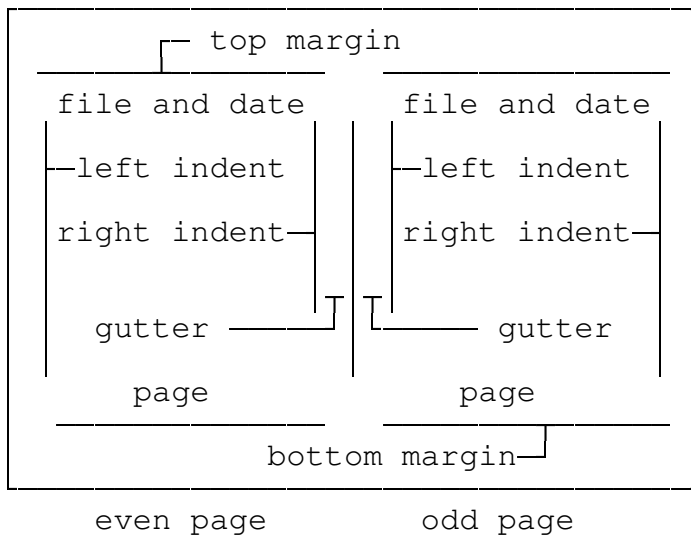booklet booklet.pcl -t+r:0/l:66/m:11/jsp:12:12 /s:a4

     Prints page 12 ('/jsp:12:12' jumps to page 12 of the document and
begins printing on the second side) of BOOKLET.PCL on A4 paper ('/s:a4').
Printing is full size ('-t' option). The '/r:0' option insures that only
page 12 is printed as it causes the page order to be sequential. (The
':0' eliminates the extra margin for ring binder holes.) The 'm:11' and
'l:66' options are as above.

booklet booklet.pcl /o:formated.prn

     Formats BOOKLET.PCL using the default options and writes it to the
file FORMATED.PRN for later copying to the printer. You could use this
if you wish to make multiple copies of the document. Just copy
FORMATED.PRN to the printer for as many copies as you wish.

MARGINS

     Illustration on left indent, right indent, top and bottom margins,
and gutters.

```
      ┌──────────────────────────────────────┐
      │        ┌── top margin                 │
      │   ─────┘                    ───────   │
      │   file and date      file and date    │
      │   │                  │                │
      │  ─┤left indent      ─┤left indent     │
      │   │                  │                │
      │   right indent─┐      right indent─┐   │
      │   │            │  │ │ │            │   │
      │   │            │┬ │ │┬│            │   │
      │   gutter ──────┘    └── gutter     │   │
      │   │                  │             │   │
      │      page               page      │   │
      │   ─────────────    ─────────────  │   │
      │            bottom margin─┐         │   │
      └──────────────────────────────────────┘
       even page          odd page
```

Laser printers have an unprintable area of about three columns around the
edges of the paper. A left indent of three (on a LaserJet) is required
to prevent loss of characters at the left side of the paper. Likewise, a
right indent of three is needed. If your printer clips characters at the
end of the right side of the paper it is because the unprintable region
is larger than three columns. To correct this you will need to adjust
the left and right indents. A similar situation exists with the top and
bottom margins. If you get character clipping from your print out,
increase the these margins.

   With mono-spaced 12 point fonts you can compute the characters which
can be printed across the logical page. The formula for this is:

  C = Truncate((L * 16.67 - 1)/2)-RightIndent-LeftIndent-Gutter

     L is the long dimension of the page
     C is the characters per line on the logical page

For example on 8.5x11 inch paper (LETTER) with a three column left indent
and no gutter, the formula is:

  C = Truncate((11 * 16.67 - 1)/2) - 3

which gives 88 characters per logical page. Remember that the left
indent must be at least three characters because of the unprintable left
margin.

RECOVERING FROM PRINTER ERRORS

   BOOKLET will detect and recover from temporary print interruptions
such as Out of Paper or Printer Not Ready. It will display a message
when it has detected such a condition and will erase the message and
resume printing once you have corrected the problem. It may display an
error number rather than a text message. These are traps for errors for
which I do not know the meaning. Should one of these occur, you will be
given the option of Retrying or Aborting the printing. The state of the
printer may be lost due to the error. If so, continuing will not produce
correct output.

   One cause of print interruption is paper jams. Recovery from these
may take some effort on your part. Generally Laser printers will reprint
pages involved in paper jams. If you let it do so during the second side
printing of your document, you may find that the back sides may not be
printed on the appropriate front side. If the original page is
undamaged, you should re feed it. Otherwise, you can feed a blank page
for the reprint and use the /J option to reprint the damaged page.

   It may be simplest to abort printing when the jam occurs. You then
reset the printer and start again using the /J option. You can reprint
the sheet involved with /J:n:n (n is the sheet number of the jam.) Then
you can resume printing of the second sides (on the remaining front
sides) by using the /JS parameter to print the remainder of the pages.
Note: When you restart printing of the second sides, BOOKLET assumes you
have already placed the first sides into the paper feed tray ready for
printing. It does not prompt you for this.

   If you find it necessary to stop BOOKLET from printing at any time,
just press the ESC key. BOOKLET will stop and offer you the chance to
continue or abort the printing.

PAPER CURL

   Most problems with jamming are caused by paper curl. The heat of
the printing tends to cause paper to warp. There are two things you can

do to minimize this problem. The first is to use good quality laser
printer paper stock. The second is to manually take the curl out of the
paper. Since good quality paper costs up to three times ordinary copier
paper, the second option is often chosen.

     Take the output from the first pass printing. Hold it face up by
the short sides. Find a sharp edge, such as the edge of a desk. Draw
the paper across the edge as if you were polishing shoes with it. This
will introduce a curl opposite the one caused by the printer.

FONT SELECTION

     When BOOKLET prints a document containing font selection codes, it
converts those codes by scaling the pitch and point size parts of the
code. These are scaled such that the effect is for fonts to be specified
with all the same type face characteristics as the original, but with the
size of the type face about two thirds the original.

     If the printer you are using is a LaserJet III and you have selected
a scaleable type face, then the printout will be a page of text which is
an image of the original but two thirds the size. When the selected type
face is not scaleable, the printer will use a font selection matching
algorithm. Hewlett-Packard printers use a priority selection scheme
which considers, in order of priority, orientation, symbol set, pitch (if
the font is not proportional), font point size, type face style, and
stroke weight. For a full treatment of this algorithm, see your
printer's reference manual.

     The effect of this algorithm is for the printer to use a font it
believes is the "closest" to what was requested. For BOOKLET, in most
cases this means it will use the 16.67 character per inch lineprinter
font. Even when there is a small font with the right type face for the
printer to select, the results may not be what you would expect. The
selection algorithm may result in a font which does not work well for the
reduced document. This will often be the case when you have used
proportional fonts and proportional spacing in your document. The result
may be words overlapping each other.

     There is not much BOOKLET can do about problems of font selection.
You can experiment with different fonts to find the most pleasing result.

     Other difficulties you may have with format transformations are that
centering and tab spacing may not scale proportionally. This is due to
differences between the scaled font size and the actual font used by the
printer. If you use spaces to do your formatting and stick to one font
size, the output will generally look correct.

Also, often the small fonts selected by the font scaling do not have bold
or italic type faces. If this is the case, you will lose these accents.
Underline is always present (except for the DeskJet series printers), so
you can substitute it.

ERRORLEVELs

    Booklet returns the following ERRORLEVELs which may be tested in
batch files.

```
0       no error
1       Parameter syntax error
2       Could not open requested file
3       Customization attempt failed
4       Operator interrupted printing
10      Out of Memory
999     Registration failure
```

Revision History:

```
 1.0 - First Upload to CompuServ 29-Oct-90
 2.0 - Added Folio handling
     - Implemented Gutter
     - Implemented Right Margin indent
     - Implemented Underline for Header & Footer
     - Duplex printers supported
     - Implemented Ring binder page ordering
     - Implemented Font transformations
     - Implemented Jump to restart sheet
     - Added Jump to page number
     - Added debug options
 3.0 - Added vertical marks options
     - Added Single page per side capability
     - Added Jam recovery features
     - Added shareware registration
 3.1 - Added support for WordPerfect documents
     - Added support for DeskJet printers
     - Fixed problem setting duplex printers into duplex mode
     - Became member of ASP
 3.2 - Fixed printing junk when Nothing To Print
     - Changed algorithm to re-setup the printer for the second pass
 3.3 - Fixed margins for one-up printing
 3.4 - Reduced memory requirements
     - Fixed gutter handling for one-up printing
     - Fixed one-up printing of PCL documents
 3.5 - Added Customizable headers and footers
 3.6 - Added check for out of memory
```