

Determines how the document is positioned on the page. **Portrait** orients the paper vertically. **Landscape** rotates the paper 90 degrees clockwise. If available, **Rotated Landscape** rotates the paper 90 degrees counter-clockwise.

Specifies whether to reduce or enlarge documents, and by what percentage. When you enlarge a document, only the portion of the document that fits on the page will print.

Specifies the number of copies to print and, if your printer supports it, whether or not to collate the copies. When collated, pages print consecutively for each copy of the document. When not collated, copies of each page print together.

Specifies color or monochrome output.

[Click this to see or change the halftone-color adjustments.](#)

Specifies duplex printing. To print on only one side of the paper, click **Simplex**. To print on both sides of the paper, click **Horizontal** or **Vertical**. **Horizontal** prints pages that read like a book. **Vertical** prints pages that read by flipping over like a notepad.

Specifies the print resolution. Higher resolutions produce graphic images that are sharper and show finer detail.

Specifies the paper source. If you choose a paper source other than **Printer Folder Setting**, click the **Advanced** tab and ensure that the correct form is assigned to the paper source.

Specifies the form being used.

Specifies the TrueType font options. Click **Substitute with Device Font** to use equivalent PostScript fonts for printing documents that contain TrueType fonts. Click **Download as Softfont** to download TrueType fonts for printing instead of using PostScript fonts. **Substitute with Device Font** is the default.

If you print to a local printing device, leave metafile spooling disabled (the default). If you print to a print server and you enable metafile spooling, the task of creating PostScript code is transferred to the server. If compatibility problems occur, disable metafile spooling.

[Click this to display or hide the available PostScript options.](#)

Specifies mirrored output. When enabled, this prints a mirror image of your document by reversing the horizontal coordinates.

Specifies negative output. When enabled, this prints a negative of the image by complementing the RGB values or by reversing values for black and white.

Specifies whether it is possible to print or preview pages out of order. Use this option if you are generating output to be used by a page-imposition program or a PostScript-preview program.

Specifies whether to compress graphics before sending your document to the printer. Use the settings that match your situation:

- If you are using PostScript level 2 (or if you are using PostScript level 1 and a printer connected to a serial port), click **Compress bitmaps**, and then click **Yes**.
- If you are using either PostScript level 1 and a printer connected to a parallel port or a network printer, click **Compress bitmaps**, and then click **No**.

Specifies if a CTRL+D character should be sent at the beginning of every PostScript document.

Specifies if a CTRL+D character should be sent at the end of every PostScript document (the default).

CTRL+D is an end-of-file (EOF) reset code used to ensure that the printer is correctly set for the next document. Click this option and then click **No** if your document fails to print when sent to a network server.

Specifies device-specific print options. For more information on these options, see your printing-device documentation.

Specifies the amount of available PostScript memory. The available PostScript memory is a subset of your total physical memory. It is usually best to use the default setting, which is determined by your printing-device manufacturer.

Specifies whether to use printer halftone or use system halftone. If you print documents that contain a large number of continuous tone images, you may be able to increase print speed by clicking **System Halftone**.

[Click this to specify the halftone settings.](#)

[Click this to allow non-1252-code page systems to print.](#)

Specifies font substitution. Click **Slow but more accurate** if you notice character-spacing problems in your documents. Otherwise, leave the setting at **Normal**.

[Click this to view the font-substitution table or to change the TrueType-to-PostScript font mapping.](#)

Click this to specify TrueType font options. Click **Substitute with Device Font** (the default) to use equivalent PostScript fonts for printing documents that contain TrueType fonts. Click **Download as Softfont** to download TrueType fonts for printing instead of using PostScript fonts.

[Click this to view the form-to-tray assignments.](#)

A form defines a paper size and the widths of margins. Many printing devices support more than one source of paper, such as upper and lower trays. You can assign a form to each of your printing-device paper sources. Once a form is matched to a source, you can select the form when you print from your applications. The Windows NT operating system instructs the printing device to print from the source that is matched with that form.

Click this to change the form-to-tray assignment. Select the **Draw selected form only from this tray** check box to always use a specific tray for a selected form.

Specifies the PostScript timeout values.

Specifies how long the document can take to get from the computer to the printer before the printer stops trying to print the document.

If you specify 0, the printer will continue trying to print indefinitely.

Specifies how long the printer will wait to get more PostScript information from the computer. After the specified time passes, the printer will stop trying to print the document and will print an error message. If you are trying to print a very complicated document, you may want to increase this value.

If you specify 0, the printer will wait indefinitely.

Specifies device-specific printing options. For more information on these options, see your printing-device documentation.

Specifies whether or not to generate job-control code (such as adding CTRL+D at the beginning and end of the document, or Printer Job Language (PJP) commands). If you print to an AppleTalk port, click **No**.

To view the information in this Help file

- 1 Click here  to open the Printers folder.
- 2 Click the printer you are using.
- 3 On **File** menu, click **Properties**.
- 4 Click the **Device Settings** tab.
- 5 For Help on an item, click  at the top of the dialog box, and then click the item.

