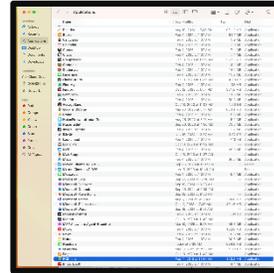


## Studio 12 printer

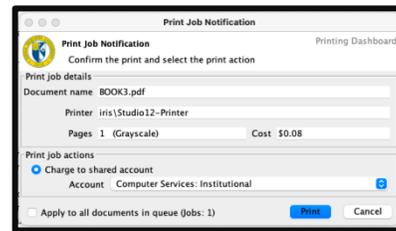
### Prep Printer Jobs for regular and Special paper

1. From **Adobe Photoshop or Illustrator**, check the following settings:
  - a. Paper size
  - b. Fit to Page
  - c. Tray 1 or Bypass Tray and Special paper setting

2. From the **File Menu**, Select **Print**.
3. If the **Papercut Notification does not open** the application.
4. From the Application folder, open the **Papercut Client**. Next, a **Black Papercut color icon** will appear on the top right side of your menu.



5. A **Print Job Notification Menu** will appear; tap on the print button. You can pick up your print at the printer.

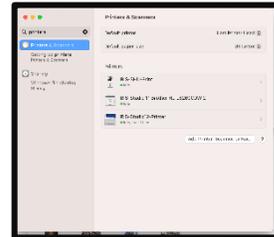


### Tips-Problems

Check the printer trays to load paper in the correct tray for your prints. Otherwise, if you switch the tray setting, the printer menu will allow you to change it by selecting the O.K. button.

Go to the System Settings app and tap on Printers: If the **Green dot (idle) on the printer is showing, then all is Good.**

If the printer has a Yellow icon, you will not be able to print.



**Problems Printing:** Call **517-264-7655** or go to the **Application folder on the device**, tap on the **Self-Service app** to fill out a request, located under **Website Bookmarks**, and then tap on **IT Ticket System, open button**.