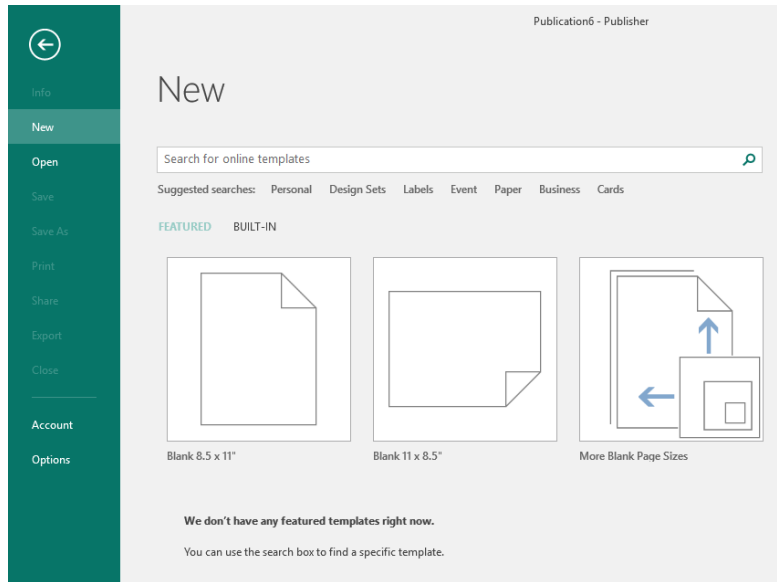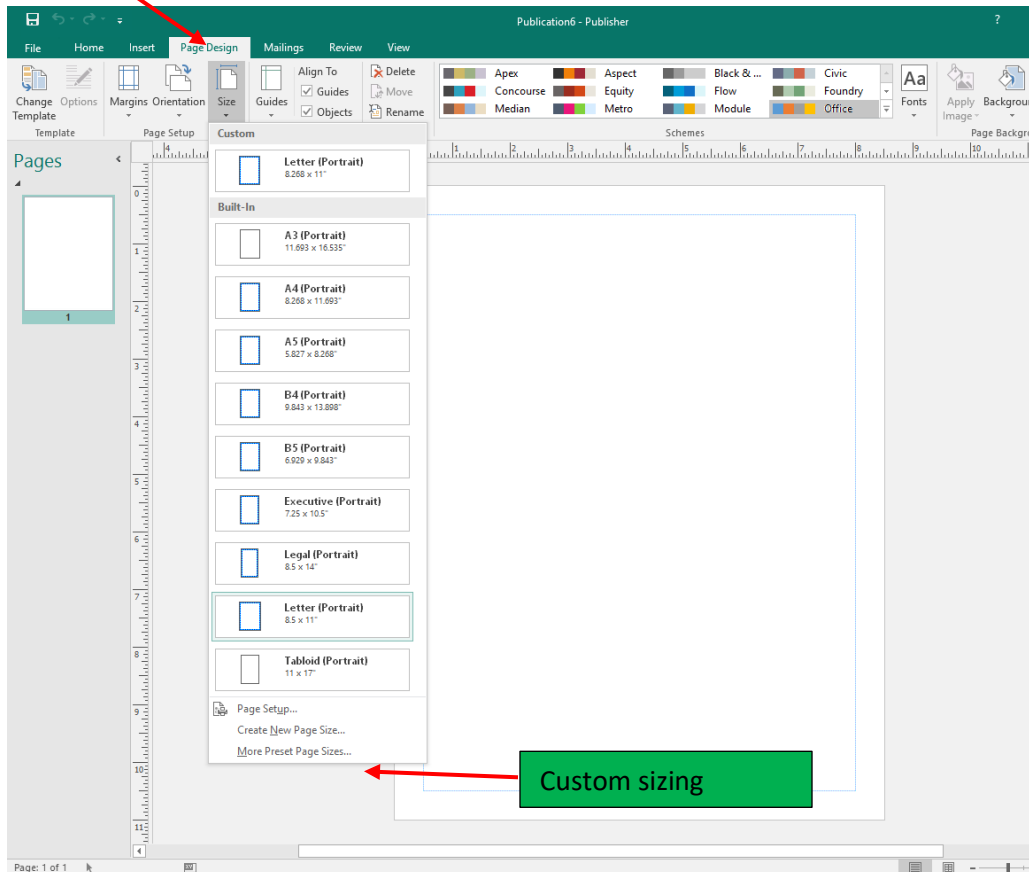# Printing to the plotter From Publisher

Open Publisher and choose an existing file to open, or choose a blank page.
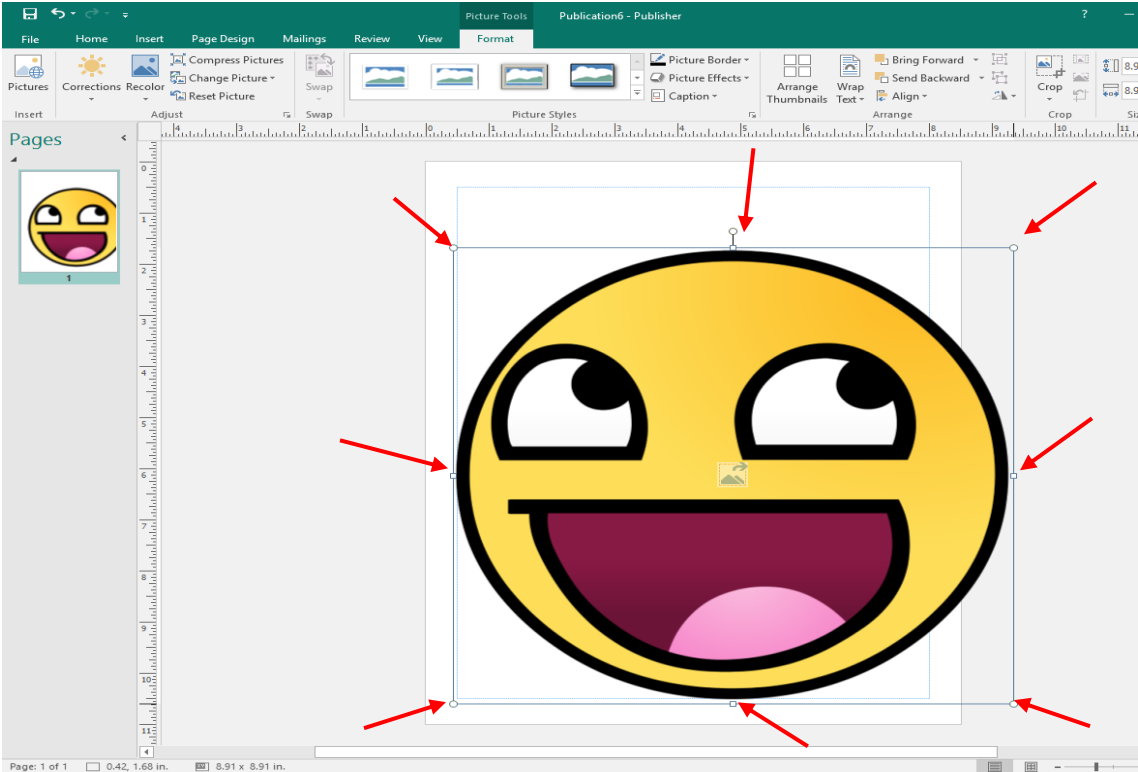

On the Page Design tab, click the size button to open the drop down menu. Choose a built in page size, or one of the customizing buttons at the bottom.

Please return to Service Desk

Using the object sizing handles, increase or decrease the size of the object to fit the selected page size.
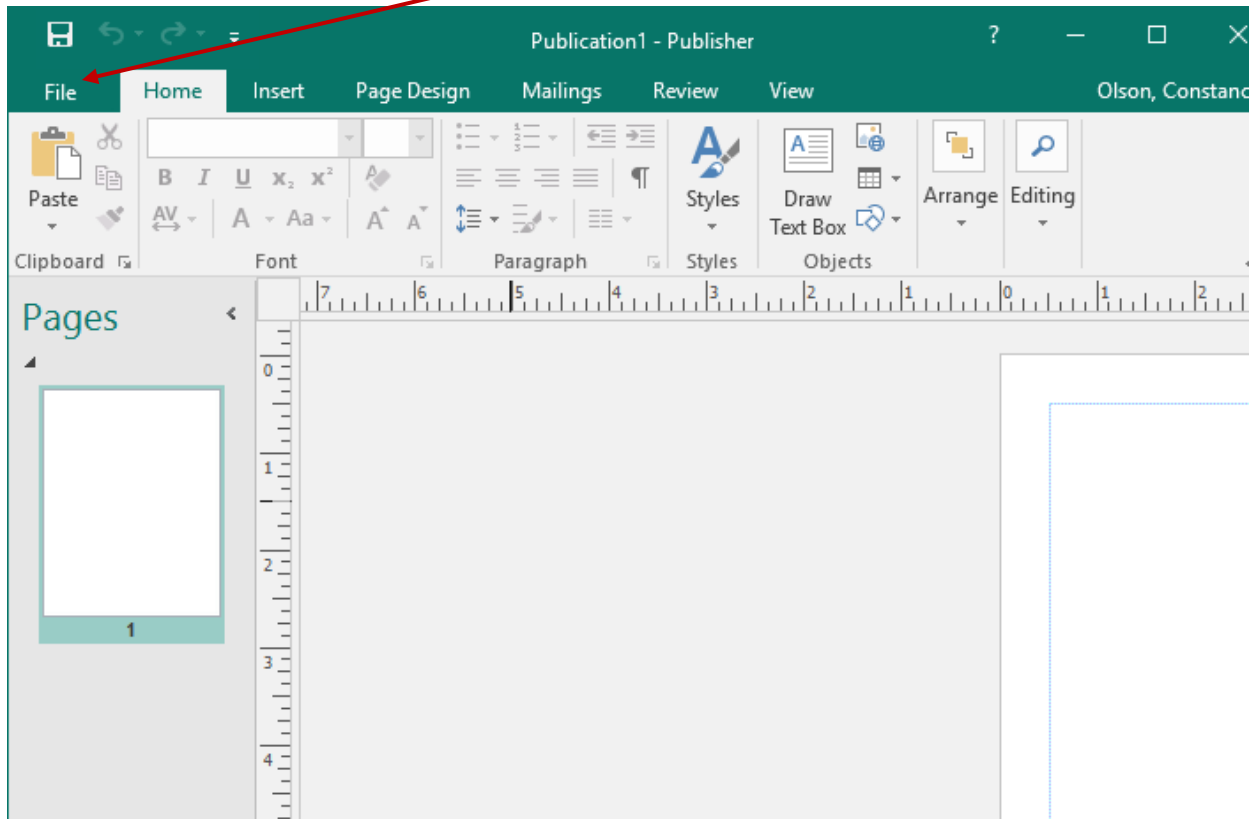

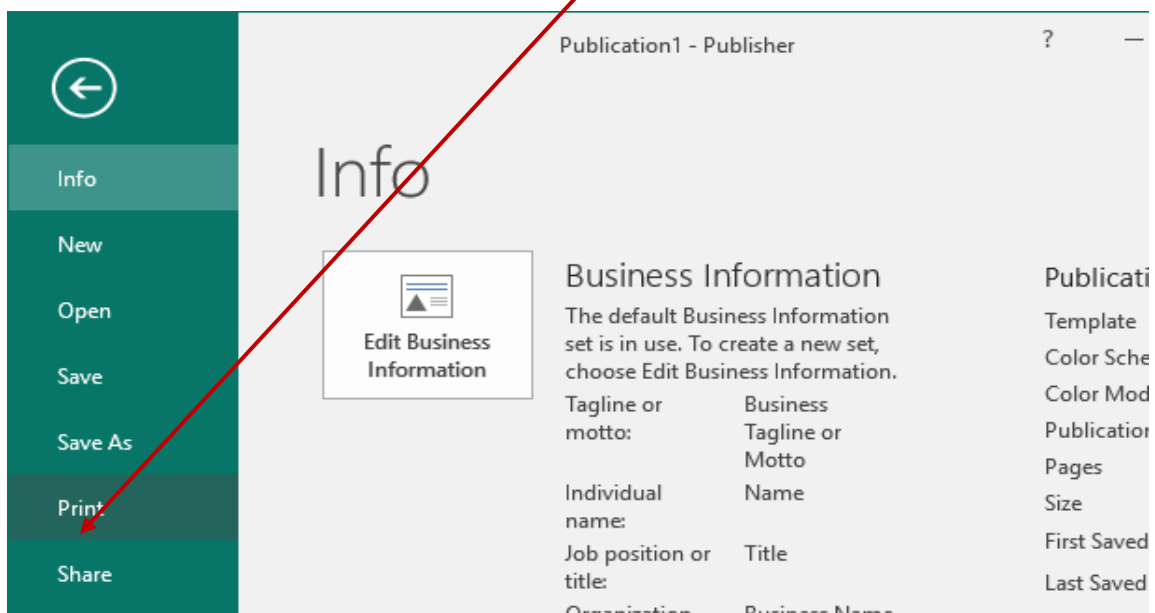Object resized to fit page and is ready to print.

Please return to Service Desk
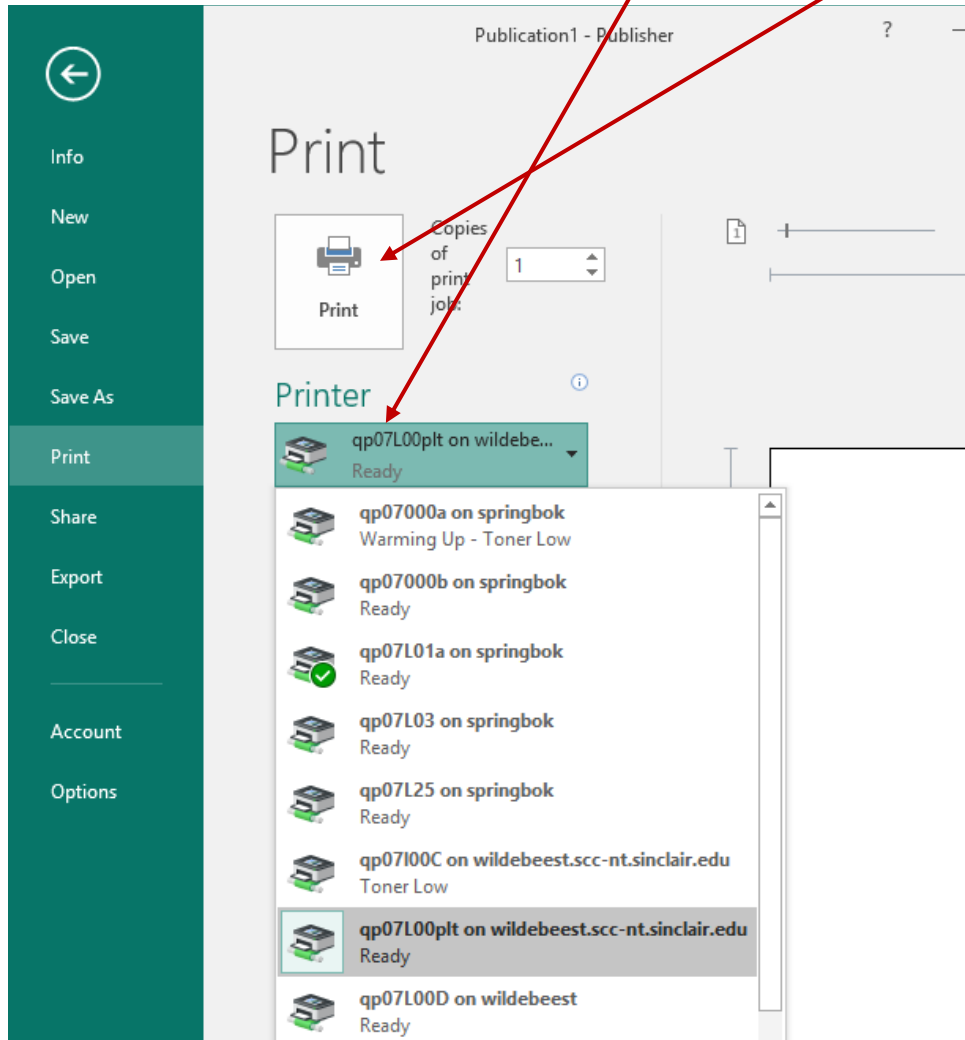
To print select **File**

Select **Print**

Please return to Service Desk

Click on the printer drop down menu. For the plotter chose **qp07L00plt** then click the **Print** button.

Please return to Service Desk