

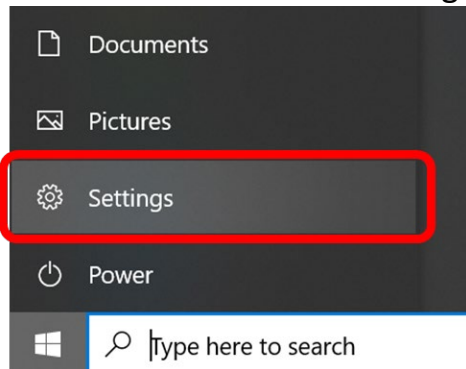
Set Flinders Print as default printer

These instructions will help you set Flinders Print as your device's default printer so that you do not need to change or select the printer each time you submit a print job. There are instructions for Windows and Mac devices.

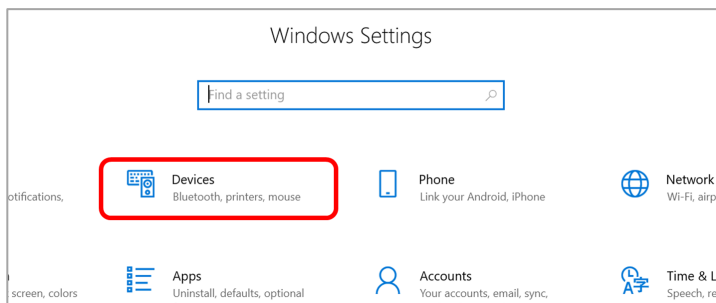
Instructions for Windows devices:

Set Flinders Print as default printer

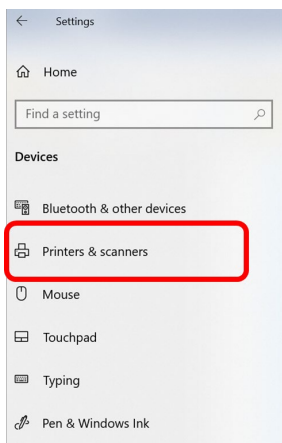
- 1) Select 'Start' and then 'Settings'



- 2) Select 'Devices'



- 3) Select 'Printers & scanners'



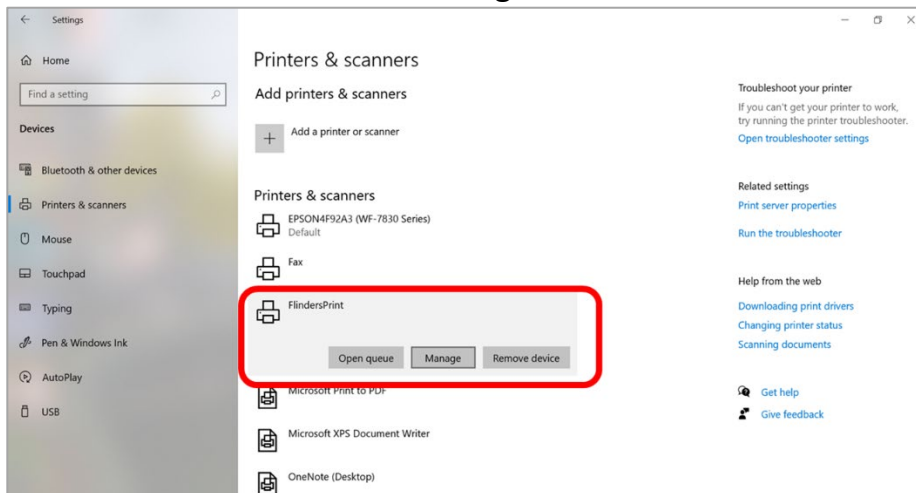
- 4) Make sure the 'Let Windows manage my default printer' is **NOT** ticked. This option is at the bottom of the list of printers.



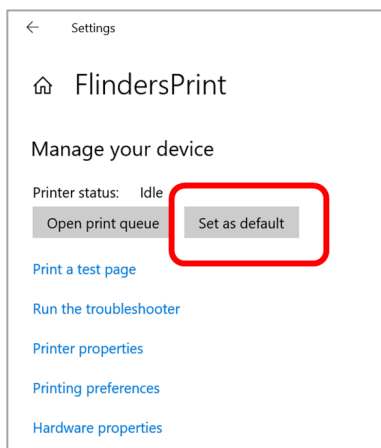
Let Windows manage my default printer

When this is on, Windows will set your default printer to be the one you used most recently at your current location.

- 5) Select 'Flinders Print' and 'Manage'



- 6) Select 'Set as default'

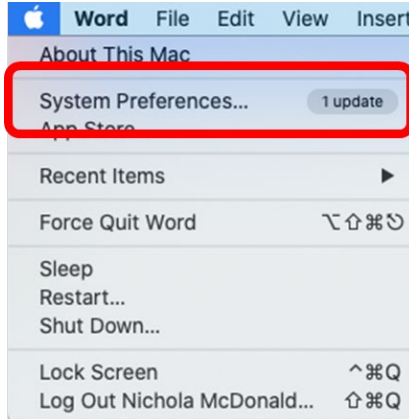


- a) If this option is not available,

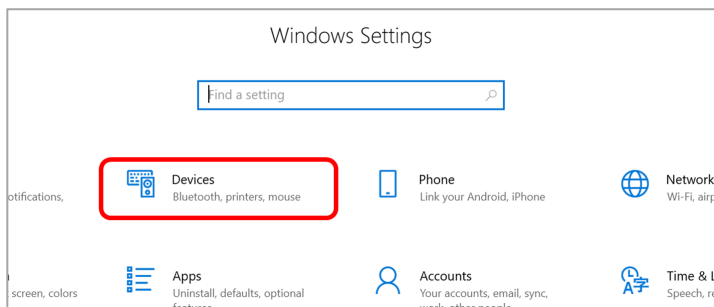
Instructions for Mac devices:

Set Flinders Print as default printer

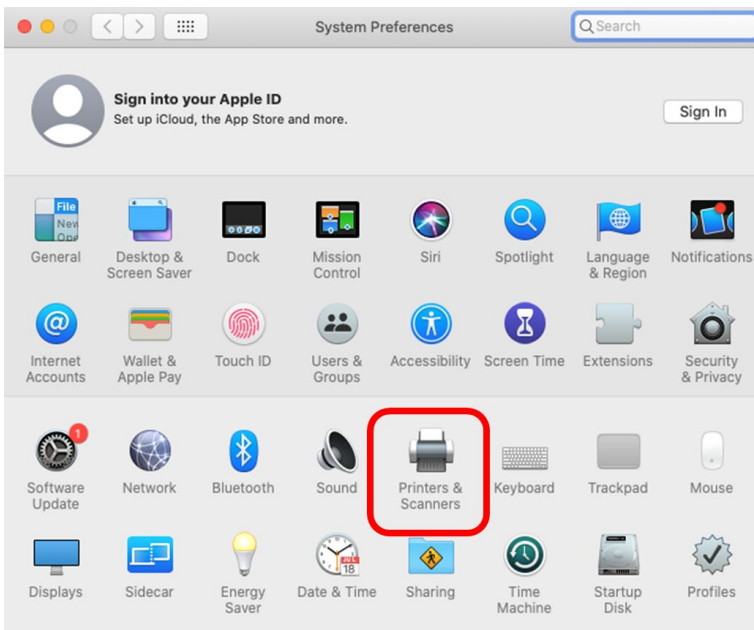
- 1) Select 'Apple' and 'System Preferences'



- 2) Select 'Devices'



- 3) Select 'Printers & Scanners'



4) Set 'Default printer' to Flinders Print

