

## **To Print The Last Week of The Life of Christ in Book Format.**

**Note: Use these directions to print from rear sheet feeder or rear tray:**

- 1. Only print one page at a time, so you can orient the page properly.**
- 2. Make sure you are setup to print in Landscape Mode!**
- 3. For a 3 or 4 page printout:**
  - a. Print page 1**
  - b. Pull paper straight-out towards you and flip page over on its side, then rotate it around and insert back into paper feed tray, so page 1 is facing down and away from you**
  - c. Print page 2**
  - d. Pull paper straight-out towards you and insert into paper rear feed tray without rotating or flipping the paper, so page 2 is facing down and toward you**
  - e. Print page 3**
- 4. Fold paper in half now for 3 page book format or to print page 4 go to step 5.**
- 5. To print page 4 - for a 4 page book format:**
  - a. Pull paper straight-out towards you and flip page over on it's side, then rotate it around and insert back into paper feed tray, so page 1 is facing down and toward you.**
  - g. Print page 4**
- 6. Fold paper in half now for 4 page book format!**

**Note use these directions to print from cassette tray feed:**

- 1. Only print one page at a time, so you can orient the page properly.**
- 2. Make sure you are setup to print in Landscape Mode**
- 3. For a 3 or 4 page printout:**
  - a. Print page 1**
  - b. Pull paper straight-out towards you and insert into paper feed tray without rotating or flipping the paper, so page 1 is facing up and away from you**
  - c. Print page 2**
  - d. Pull paper straight-out towards you and flip page over on it's side, then rotate it around and insert back into paper feed tray, so page 1 is facing up and away from you.**
  - e. Print page 3**
- 4. Fold paper in half now for 3 page book format or to print page 4 go to step 5.**
- 5. To print page 4 - for a 4 page book format:**
  - a. Pull paper straight-out towards you and then insert paper back into the paper feed tray with page 2 up and towards you - page 3 will be up and facing away from you.**
  - g. Print page 4**
- 6. Fold paper in half now for 4 page book format!**