

## **To Print The Last Week of The Life of Christ in a 5 or 6 Page 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 5 or 6 page printout:**
  - a. Print page 1**
  - b. Pull paper straight-out towards you and insert back into paper feed tray, so page 1 is facing up and toward you.**
  - d. Print page 6**
  - e. 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**
  - f. Print page 2**
- 4. Fold paper in half now for 5 page book format or to print page 5 go to step 5.**
  - g. 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 5 and fold in half.**
  - g. Print page 8 and fold in half.**
- 4. Now you will print a new sheet for pages 3 and 4:**
  - a. Print page 3**
  - 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 3 is facing down and away from you**
  - c. Print page 4**
- 5. Fold 2nd sheet in half now and cut in half and insert in first sheet for 5 or 6 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 5 or 6 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 5**
- 4. Fold paper in half now for 5 page book format or to print page 6 go to step 5.**
- 5. To print page 6 - for a 6 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 5 will be up and facing away from you.**
  - g. Print page 6 and fold in half.**
- 4. Now you will print a new sheet for pages 3 and 4:**

- a. **Print page 3**
  - 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 4**
- 5. Fold 2nd sheet in half now and cut in half and insert in first sheet for a 5 or 6 page book format!**