



Manually print on both sides with Windows

NOTE: This information applies only to products that do not have an automatic duplexer.

1. On the **File** menu in the software program, click **Print**.

2. Select the product, and then click the **Properties** or **Preferences** button.

3. Click the **Finishing** tab.



Print					? <mark>×</mark>
Printer					
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Print page borders	
Page order:	
Right, then Down 👻	
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Invent	

 Select the Print on both sides (manually) check box. Click the OK button to print the first side of the job.



- 5. Retrieve the printed stack from the output bin, and place it with the printed-side facing up in Tray 1.
- 6. On the control panel, press the OK button to print the second side of the job.





