

How to create and use watermarks when printing (Windows)

- 1. From the software program, select the **Print** option.
- 2. Select the product, and then click the **Properties** or **Preferences** button.
- 3. Click the **Effects** tab.
- 4. Select a watermark from the **Watermarks** drop-down list.

Or, to add a new watermark to the list, click the **Edit** button. Specify the settings for the watermark, and then click the **OK** button.

- 5. To print the watermark on the first page only, select the **First page only** check box. Otherwise, the watermark is printed on each page.
- 6. Click the **OK** button to close the **Document Properties** dialog box. In the **Print** dialog box, click the **OK** button to print the job.