

## MSWORD Documents Will Not Print

Q. Why will my printer not print a word document? It will print email.

A. It could be a corrupted file in the Microsoft Word program.

### Try this:

From within MS Word, disable the option **Print data only from forms** .

1. From within MS Word, select **Tools , Options** , and the **Print** tab.
2. In the **Options for current document only** section, remove the checkmark next to **Print data only for forms** and choose **OK** to accept the changes.
3. Try printing again.

Also, the document may contain extra blank lines or page breaks at the end of the document. Delete any blank lines or page breaks from the end of the document.

1. With the MS Word document open, press CTRL+END on the keyboard to move the edit cursor to the end of the document.
2. If the last item in the document is a graphic image, press the BACKSPACE key on the keyboard until the edit cursor is located immediately below the image.
3. If the last item in the document is text, press the BACKSPACE key on the keyboard until the edit cursor is located immediately behind the last line of text.
4. Try printing again.
5. Use Print Preview to see if there is text on the page you're trying to print. If you see blank pages at the end of the document, remove them.

Revised 6/6/2009 JMM