

Web Page Printing

Want to know if the web pages you're about to print will be cut off on one side before you begin printing?

1. On the File menu, click Print Preview. IF part of the right side is cut off, you might want to change the default margin just for this page.
2. Click Page Layout icon and change the Page Setup, Margins, orientation (landscape or portrait), etc.

Another way I have found is to highlight the portion you want to print and "print selection." This seems to work when the web site has "boxes" . It eliminates the box on the left side (usually on the left side with links to other pages) and allows the portion of the website you want to be printed out in its entirety. Of course, if it has a "printer friendly" option, that would be the best choice.

Another option, highlight the portion you want to print, press CTRL + the C key to copy. Open your word processor and a new document. Press CTRL + V to paste. IF the margin still needs to be adjusted, highlight the text and move margins to suit your need. Click File and Print Preview to confirm before printing. IF still outside margins, select Landscape as the feature to use on your printer's properties.

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