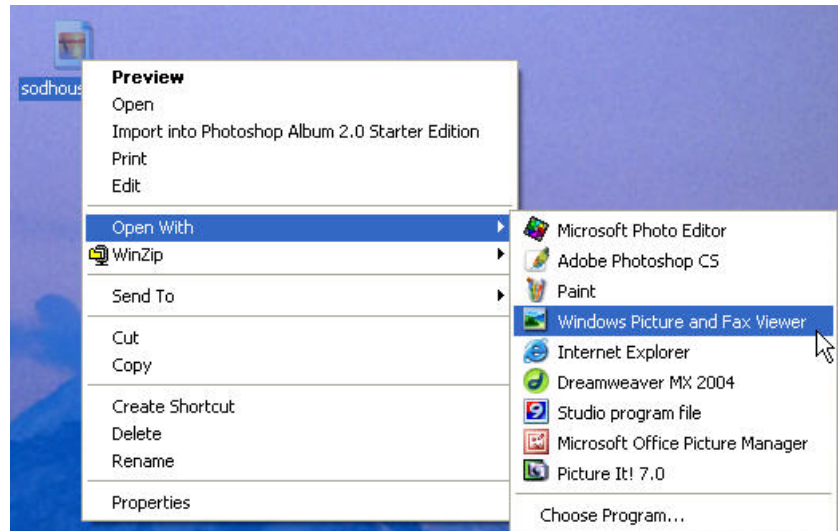
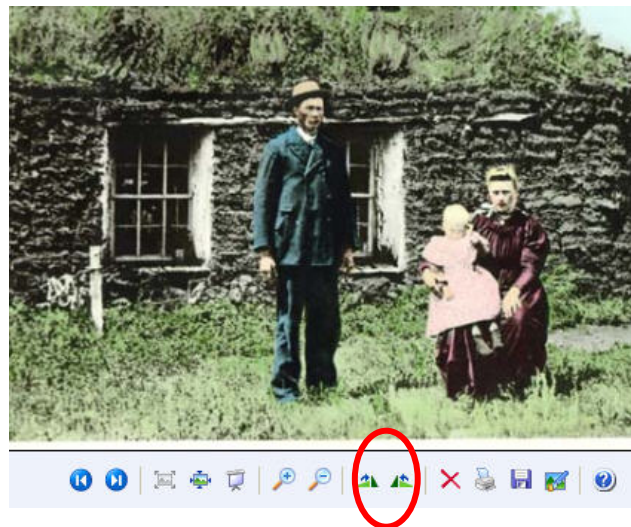

Printing Images: Windows Picture and Fax Viewer

- If you have not saved the image to your computer, do so now. To do so, right click on the image and choose **Save Image As**. In the next window that appears, choose the location in which to save the image, name the image and click **Save**.
- To print using the Picture and Fax Viewer, locate the image you want to print (usually in My Document in a folder named My Pictures)
- Right click on the image file icon and choose **Open With** and select **Windows Picture and Fax Viewer**.



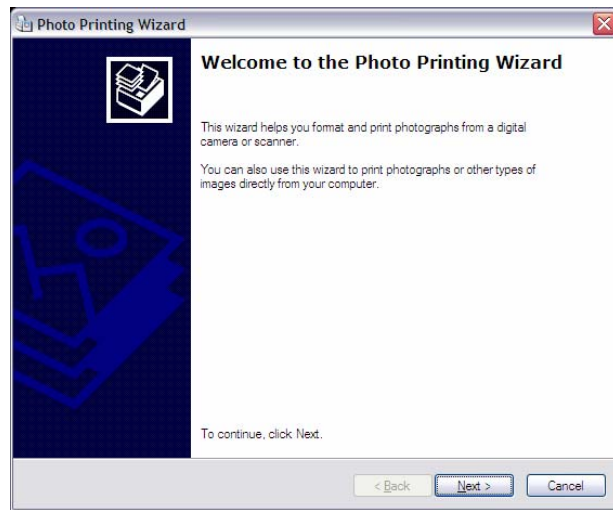
Screen Capture Source: Microsoft Office

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- It should open the image in a program called **Windows Picture and Fax Viewer**
 - Click on the **print icon** located near the lower right corner



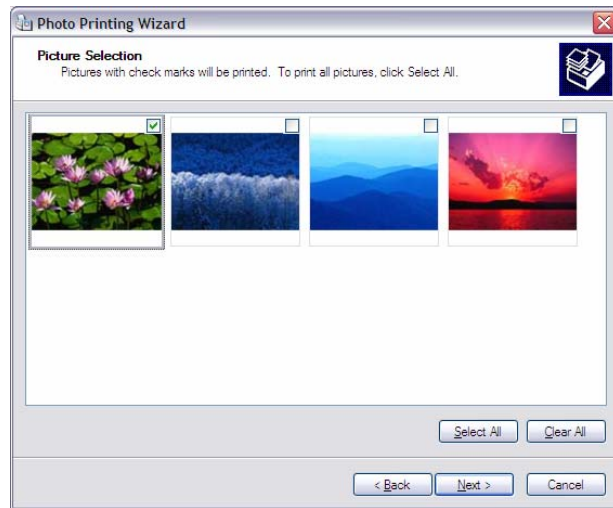
Screen Capture Source: Microsoft Office

- **Microsoft Photo Printing Wizard** will open
- Click **Next** on the first screen



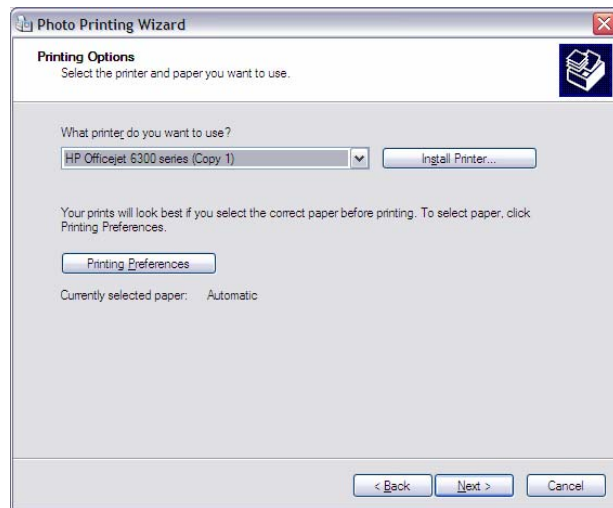
Screen Capture Source: Microsoft Office

- On the next screen, make sure that the image you want to print is selected and there is a checkmark in the box above the image.
- Click **Next**



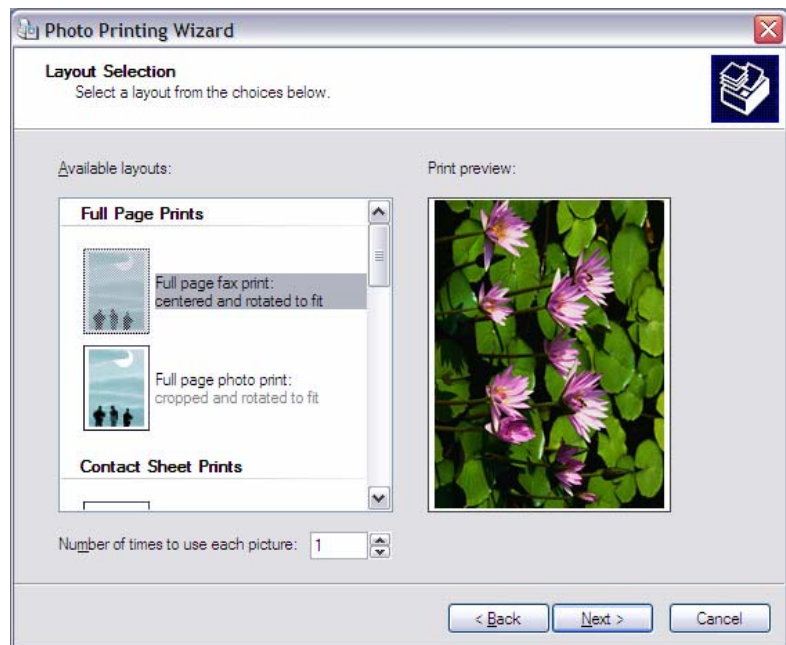
Screen Capture Source: Microsoft Office

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- On the Printing Options screen, check to be sure that the correct printer name is displayed. Then click **Next**.



Screen Capture Source: Microsoft Office

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- On the Layout Selection screen there are many print options available
 - Typically, you will first want to start by selecting the **Full Page Fax Print**, as it does not crop the image (which may exclude important details or markings).
 - Then click **Next**.



Screen Capture Source: Microsoft Office

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- Your image will be sent to the selected printer. Note that some images take time to be sent to the printer due to the file size of the image.
 - If your image is unacceptably pixilated, then the resolution of the image is not adequate for the print size you chose. In case this occurs, restart the **Photo Printing Wizard** and choose a smaller print size (such as 5x7).
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