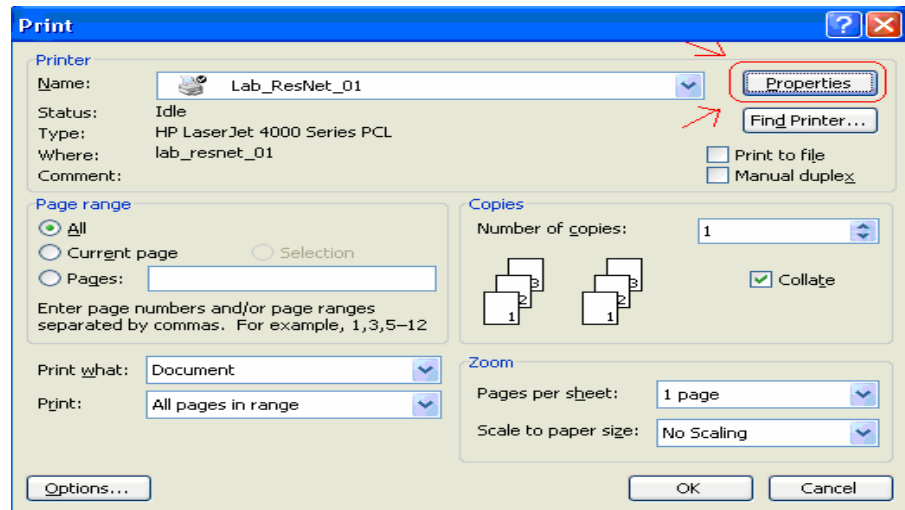


## Duplex Printing

### How to Print Double Sided on UPS Network Printers:

**STEP 1:** Go to File and scroll down to Print (Or hit the keys Ctrl + P).  
That will bring up the Print screen.

**STEP 2:** Click Properties (highlighted for you in image)



**STEP 3:** Click on Flip on Short Edge and hit okay (highlighted for you in next image).

**STEP 4:** Click OK on the Properties Screen and then click OK again on the Print Screen.

