

## Printing Tips

It is always a good idea to print a test page (extra paper has been provided for this reason), especially if you have chosen to create a cover page, as there is only one vellum cover page included per notepad.

1. Make sure your paper is loaded correctly:

For most printers, the paper is loaded at the top of your printer. Simply insert the paper to the far right with the holes facing down and the oapn.com (printed in light gray) facing the back. Slide the paper guide over to hold the paper snugly in place and print.

If you have a printer that loads the paper from the bottom (i.e. an HP), insert the paper to the far right, with the holes facing inside and the oapn.com (printed in light gray) facing up. Slide the paper guide over to hold the paper in place. Some bottom-loading printers can be a bit "temperamental" when it comes to printing a border on a smaller size paper. If you are having trouble with a crooked border, try gently "guiding" the cover page with your hand while it is feeding. If this doesn't work, you may want to select the "no border" option, and just go without a border on your cover page.

2. If you have chosen to print a cover page, remember that the ink will take a little longer to dry after printing. Be careful when handling the vellum, as the ink will smear until it dries completely.
3. If you have chosen to print directly from the Idea Gallery, and your computer does not have the same font that was used in the gallery, it may use a different one, or you may get an error message. If this happens, simply recreate the idea using a font that is available on your computer.

### **ATTENTION NEW HP PRINTER OWNERS:**

If you receive an error message when trying to print your notepads, please go to [www.oapn.com](http://www.oapn.com) to download an update that will allow you to print.