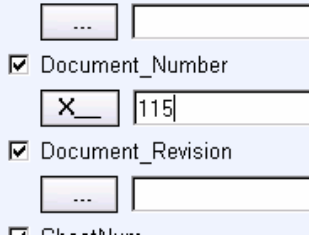


Printing to a network printer using WEB Based Electronic Job Ticket

1. Open a New job ticket.
2. Select the box on the left under the word **Document Number**. Click it until a X__ appears in the box. Make sure the X is to the left inside the box. This is the “starts with” search which is most commonly used Type your number in and hit search.



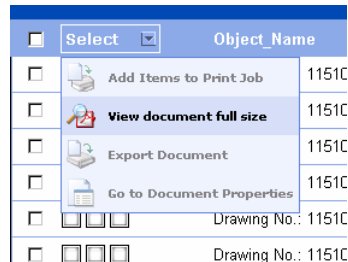
... [input field]
 Document_Number
X__ [input field: 115]
 Document_Revision
... [input field]
 Document_Revision

3. Then select a **Document** by clicking the box to the left of the drawing number.
4. At the top there is a drop down menu with the word **Select** in it.



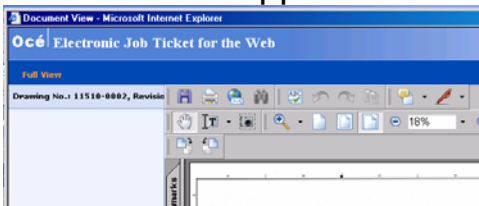
Select ▾

5. Select that box and the option **View Document Full Size**.



<input type="checkbox"/>	Select ▾	Object_Name
<input type="checkbox"/>		Add Items to Print Job 1151C
<input type="checkbox"/>		View document full size 1151C
<input type="checkbox"/>		Export Document 1151C
<input type="checkbox"/>		Go to Document Properties 1151C
<input type="checkbox"/>		Drawing No.: 1151C
<input type="checkbox"/>		Drawing No.: 1151C

6. A window will appear with the drawing you selected in the PDF format.



7. To make a copy of this drawing select the **Printer ICON** in the upper left hand corner of the Adobe window.



8. After clicking the **Printer ICON** a printer menu window will open that will allow you to select the drawing size and printer you want to send it to. (You can only print to network printers you have downloaded to your PC.)
9. Once you have set up your print job click the **Print** button.