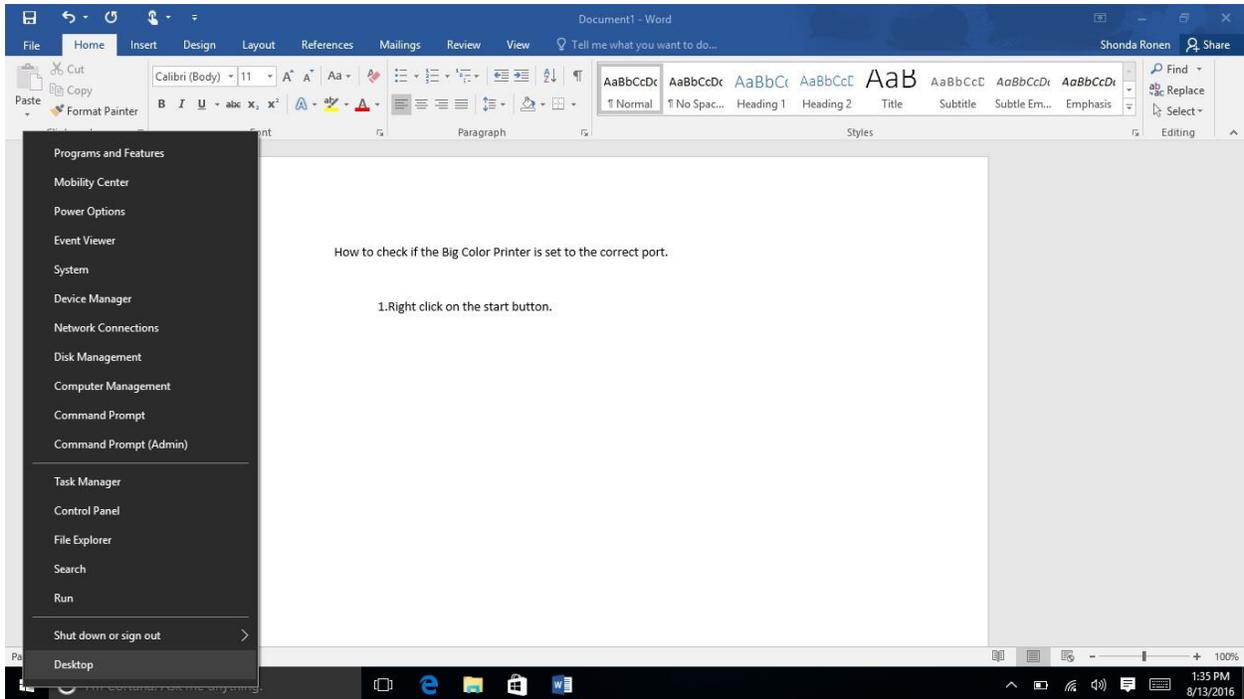
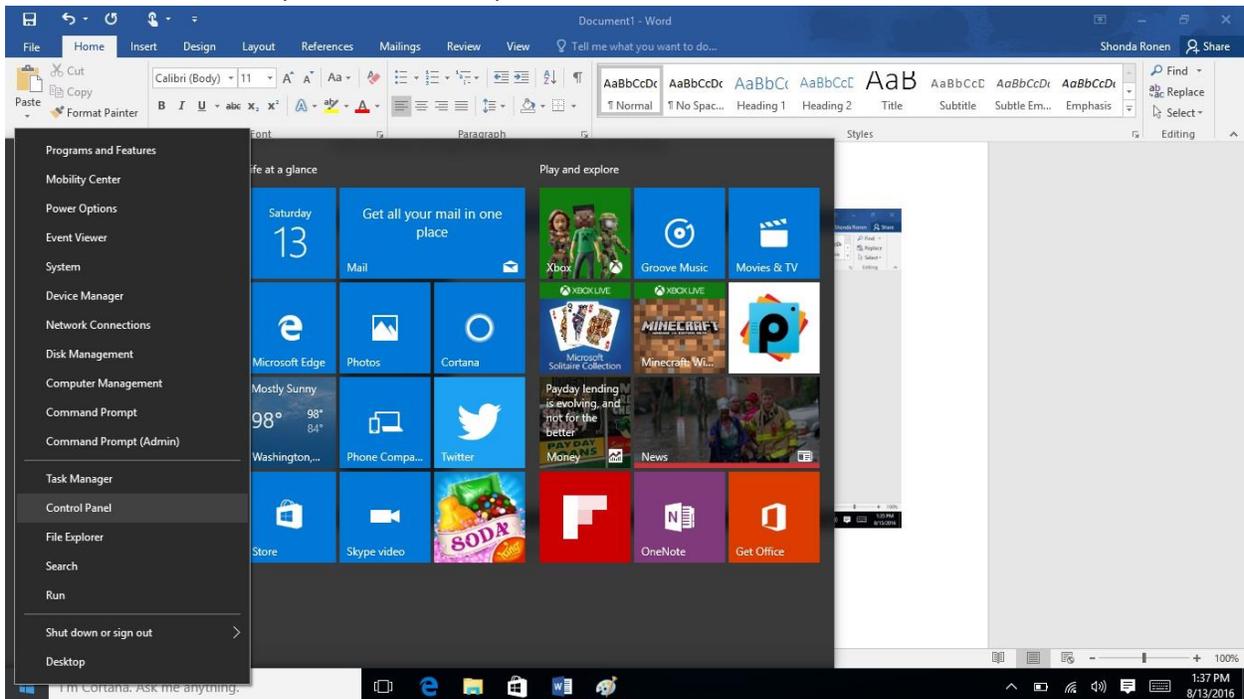


How to check if the Big Color Printer is set to the correct port.

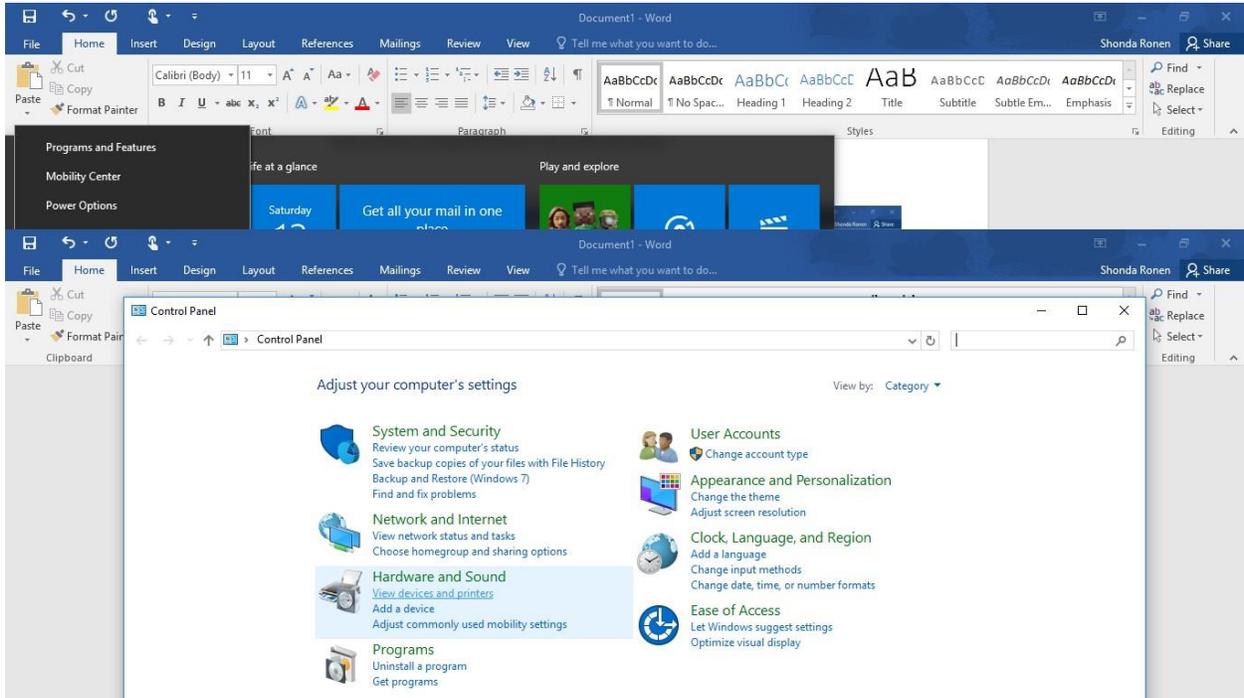
1. Right click on the start button.



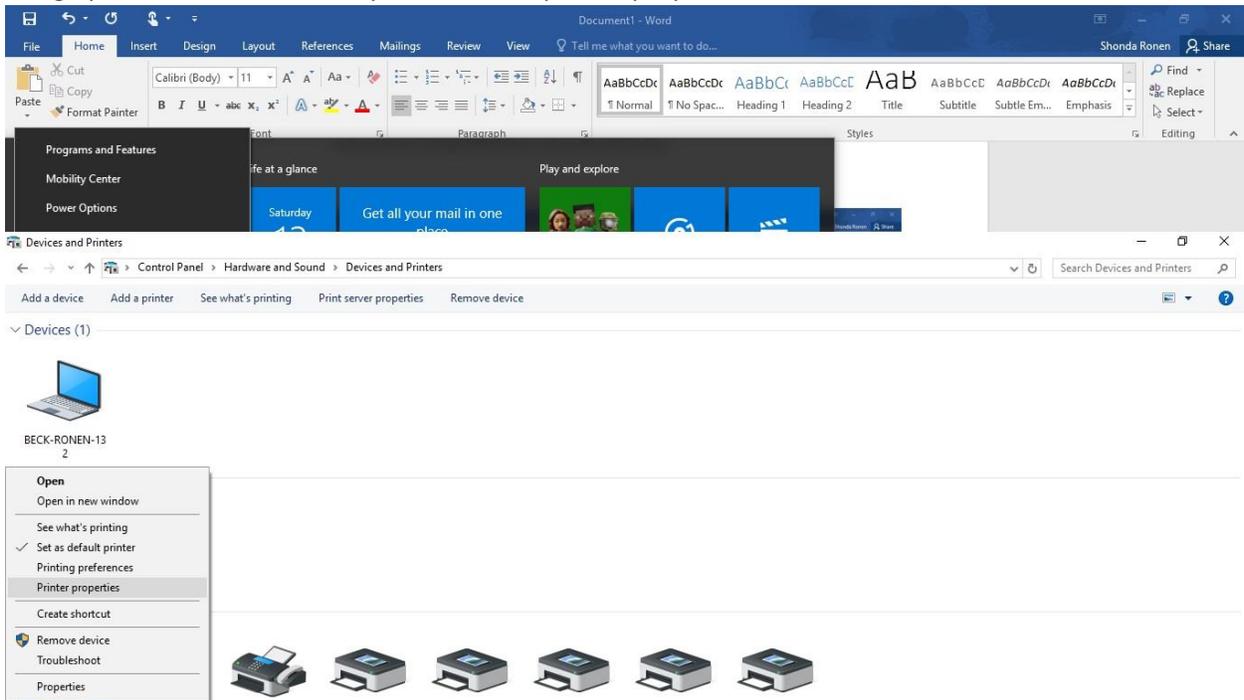
2. Select Control Panel (This is a Left Click).



3. In the Control Panel select view devices and printers (Left Click).

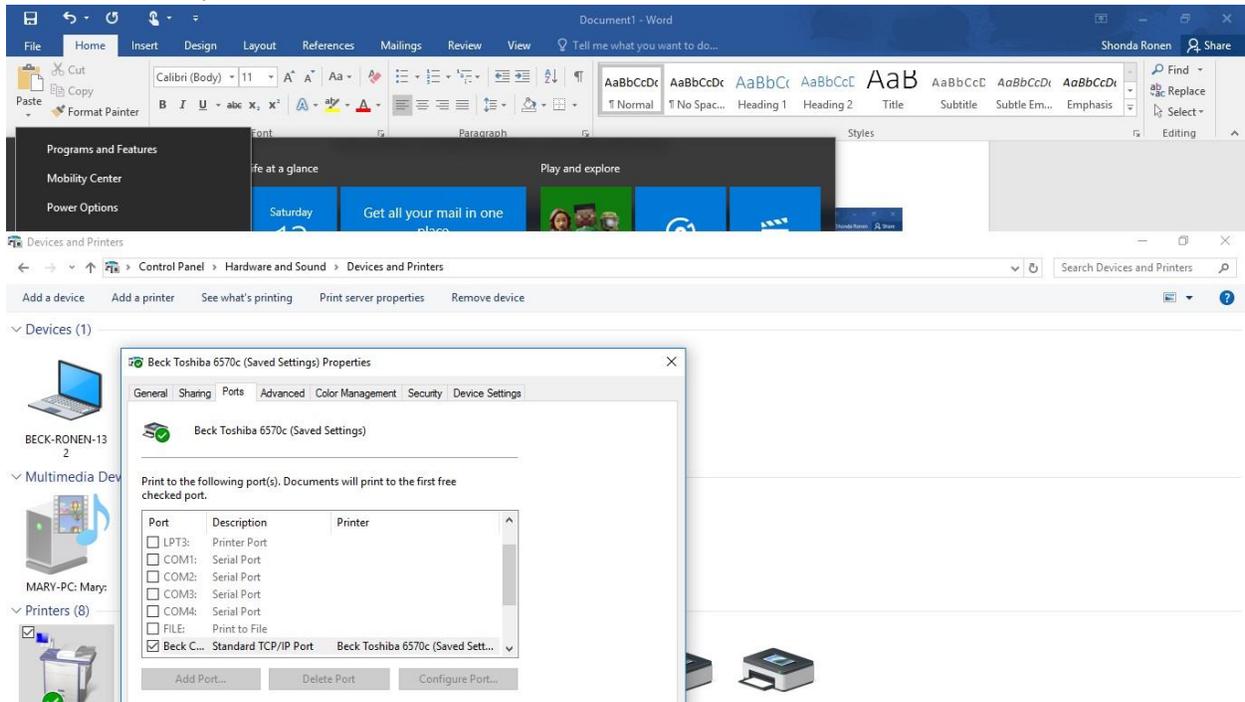


4. Once you see the printers you want to select the (Saved Settings) printer with a right click, this will bring up another menu where you can select printer properties.



5. Once the printer properties come up you will select the port tab with a left click, and you will make sure that a tcpip port is selected, in most cases this should be named beck color if your at Beckemeyer

and coffee color if you are in Coffeen.



In most cases this should not change but it is possible for Windows to see it and change it on it's own to a WSD port which will cause you issues and the printer to appear in error or offline. (Make sure that normally you **DO NOT CHANGE THE PORT, it is only** it is only necessary if it isn't on the port marked beck or coff color. This is a basic way to check to see if your port has been switched and is the cause of you not being able to print.