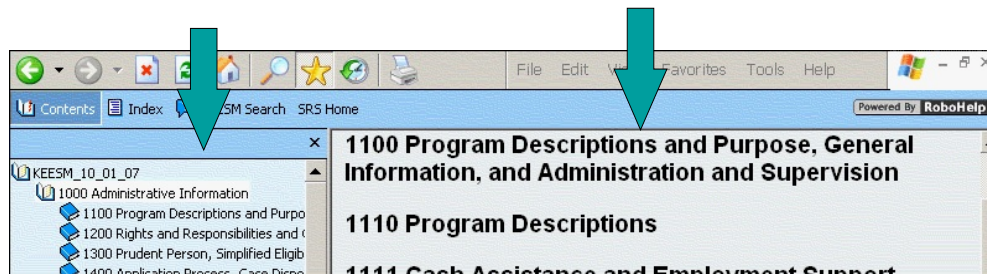


# Print Instructions for KEESM in the RoboHelp Format

## 1. Selecting the Desired Frame to Print

KEESM in the RoboHelp format has two frames. The left frame is the navigation frame and the right frame shows the manual text. (See arrows below.)

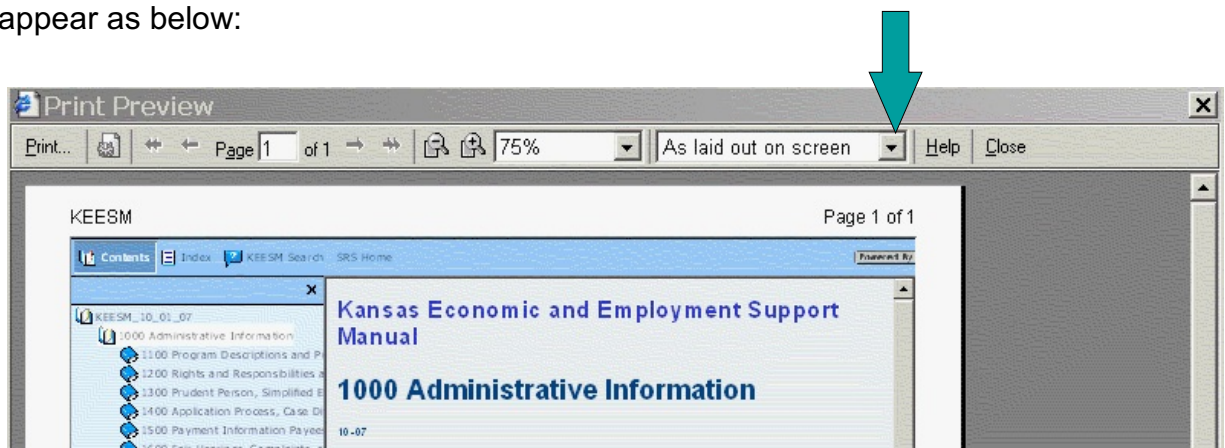


Printing results will depend on which frame is selected with your mouse. To select the desired frame, you must click the mouse in that frame **each time you print**.

So if you click in the left frame to select a section to print, you will have to click your mouse in the right frame before attempting to print. Otherwise, the system will be set to print the left frame.

## 2. Printing with Print Preview

Print Preview will show exactly what you will print. Before opening Print Preview, make sure you have selected the desired frame as explained above. Then click on 'File' and select 'Print Preview' from the drop-down menu. Print Preview will appear as below:



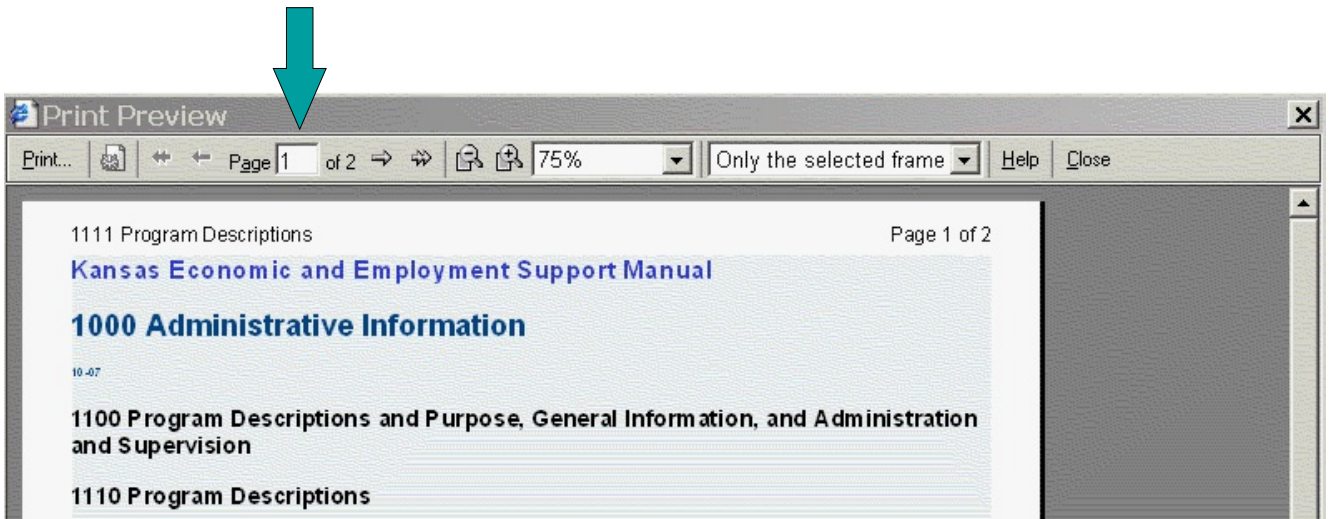
If you click on the down arrow on the Print Preview (See arrow above), you will be able to select one of the following options:

- As laid out on screen
- Only the selected screen
- All frames individually

Usually, the selection you will use is 'Only the selected screen,' which will show the frame selected by clicking the mouse, as shown below.

The box indicated by the arrow below shows the page number exhibited in the Print Preview window. Immediately to the right of the box is the total number of pages in the selection. Arrows to the left and right allow navigation in the document to select desired pages to print.

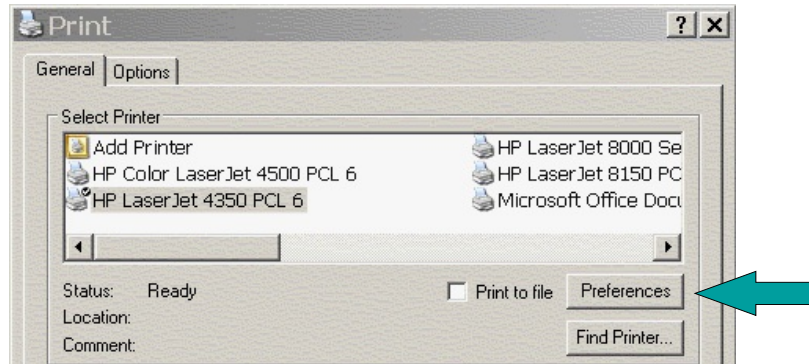
When you have decided what you want to print, you can click 'Print' in the upper left corner to access the Print dialog box.



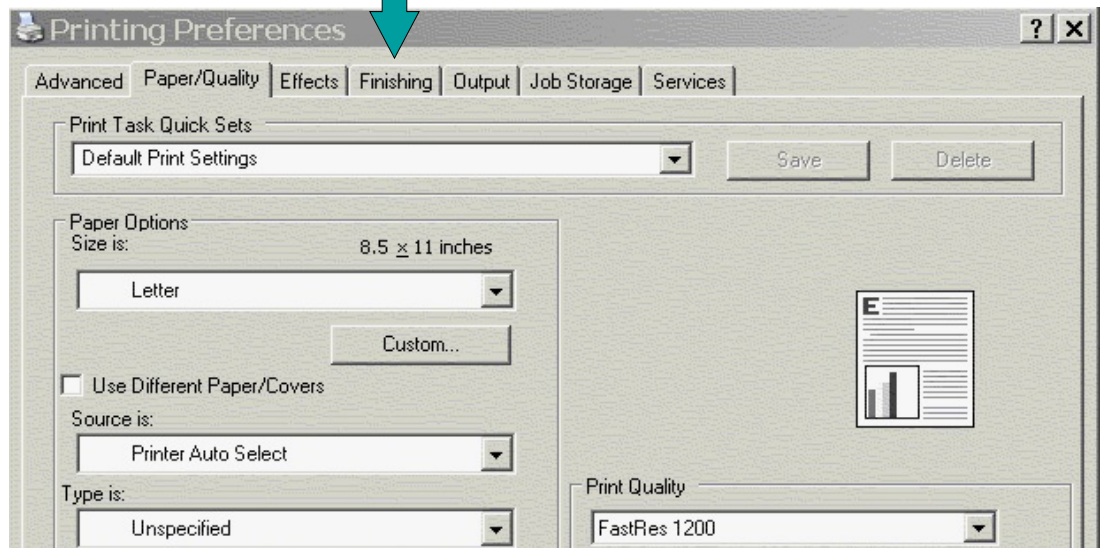
## Two-Sided Printing

While in the Print dialog box, you can set the browser for two-sided printing by following these steps:

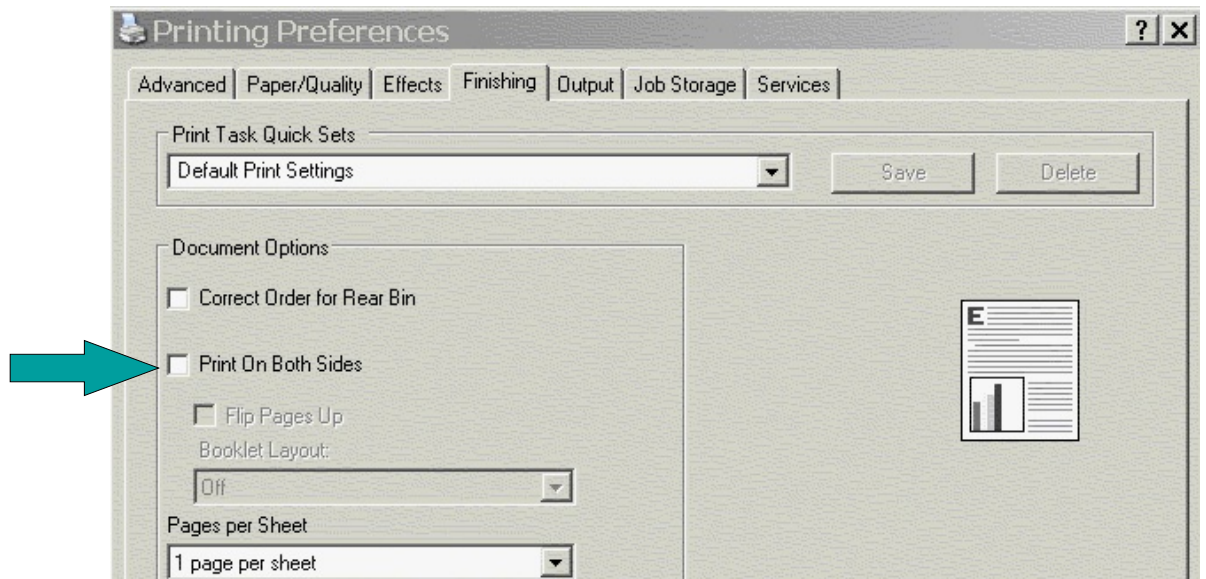
- Select the 'Preferences' button from the dialog box. (See arrow below.)



- Click on the 'Finishing' tab at the top of the Print Preferences dialog box. (See arrow below.)



- Click in the box in front of 'Print on Both Sides.' (See arrow below.) A ✓ will appear in the box.



- Click 'OK' at the lower right corner of the dialog box. After clicking 'OK,' you will go back to the Print dialog box.

The two-sided setting should remain effective until you exit the browser.

## Print Selections

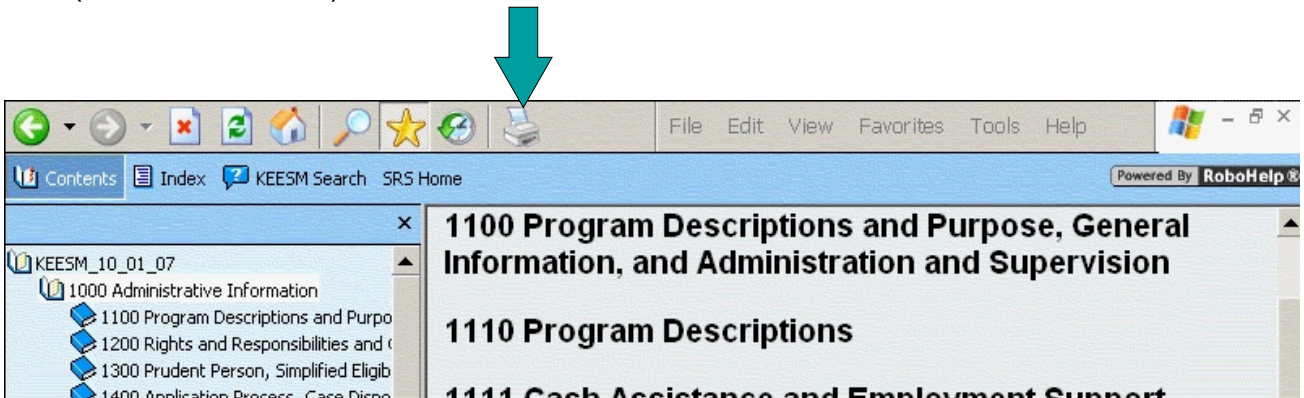
In the Print dialog box, you will have the following selections in the 'Page Range' box to print:

- **All**, which will print everything in the selected frame
- **Current Page**, which will print the page appearing in the Print Preview window
- **Page**, which will allow you to select a range of pages in the selection



### 3. Printing without Print Preview

If you want to print an entire section, you can select the desired frame by clicking your mouse in that frame then clicking on the print icon at the top of the screen. (See arrow below.)



This also allows two-sided printing if that option has been selected.