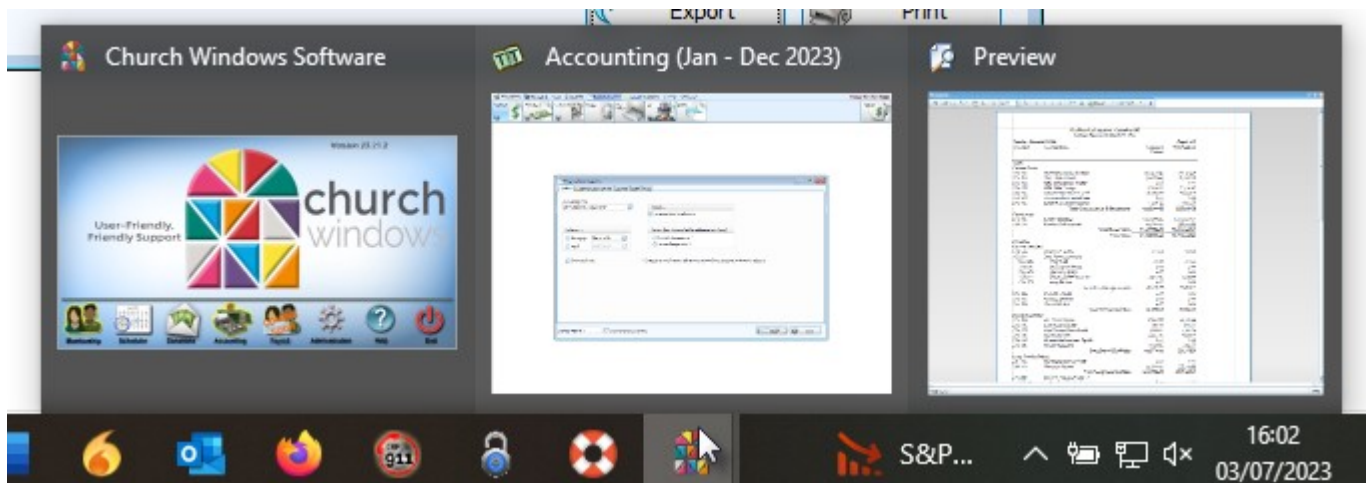


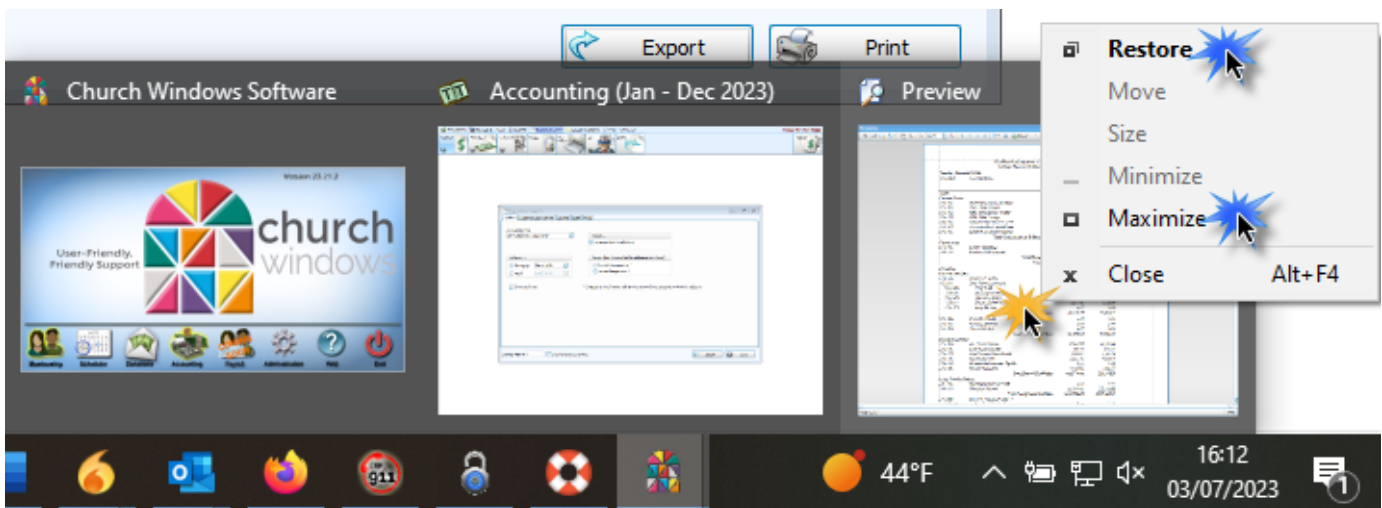
Although documents can be printed from Church Windows, the CW program does not have access to any printer controls. A print job is sent to the selected or default printer. From there, the printer drivers take control of the printing. Check to make sure you are connected to the printer, that it is turned ON, and that you are able to print a test page.

Are you seeing the “Preview” window after clicking Print? If you are not seeing the print preview, that usually indicates that the Preview has been minimized, moved to a second monitor, or pushed behind other windows.

You can address this by reopening Church Windows, running the report, and clicking Print. Slide the mouse down to the bottom of your monitor and hover over the CW icon. You will see miniature windows of the Church Windows main menu, any other modules you have open, and the Preview(s).



Slide the mouse over to Preview, do a single left-click or right-click on it, and left-click on Restore or Maximize.



After printing or restoring, close the Preview using the X button in the top-right.