



Printing a drawing with correct size, position and color

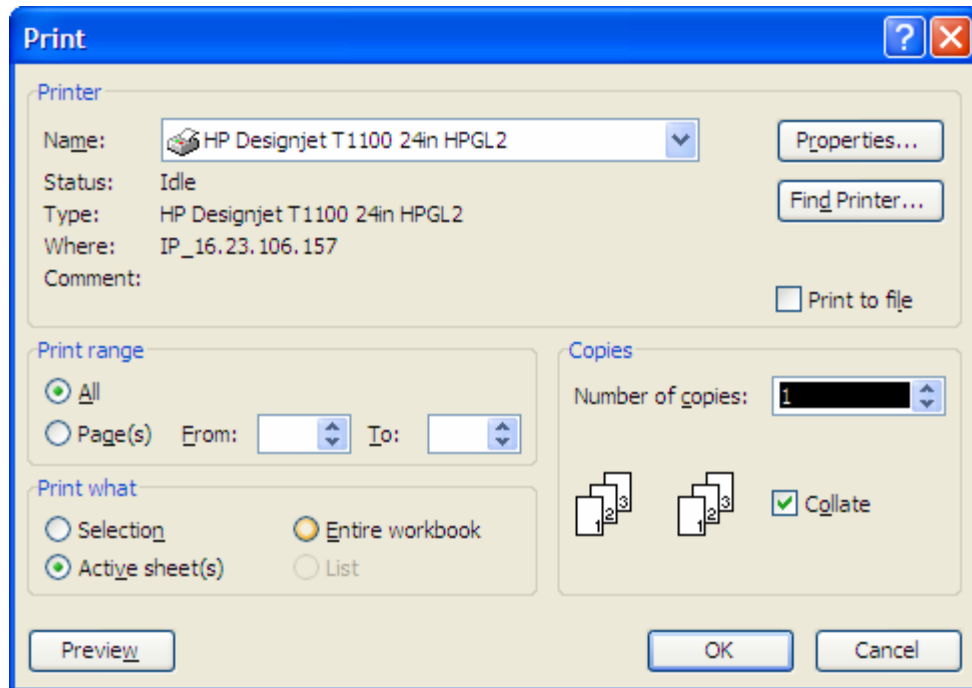
Application: Microsoft Excel 2003

Printer: HP Designjet T1 100 series

Software: HP-GL/2 Driver

Operating System: Windows

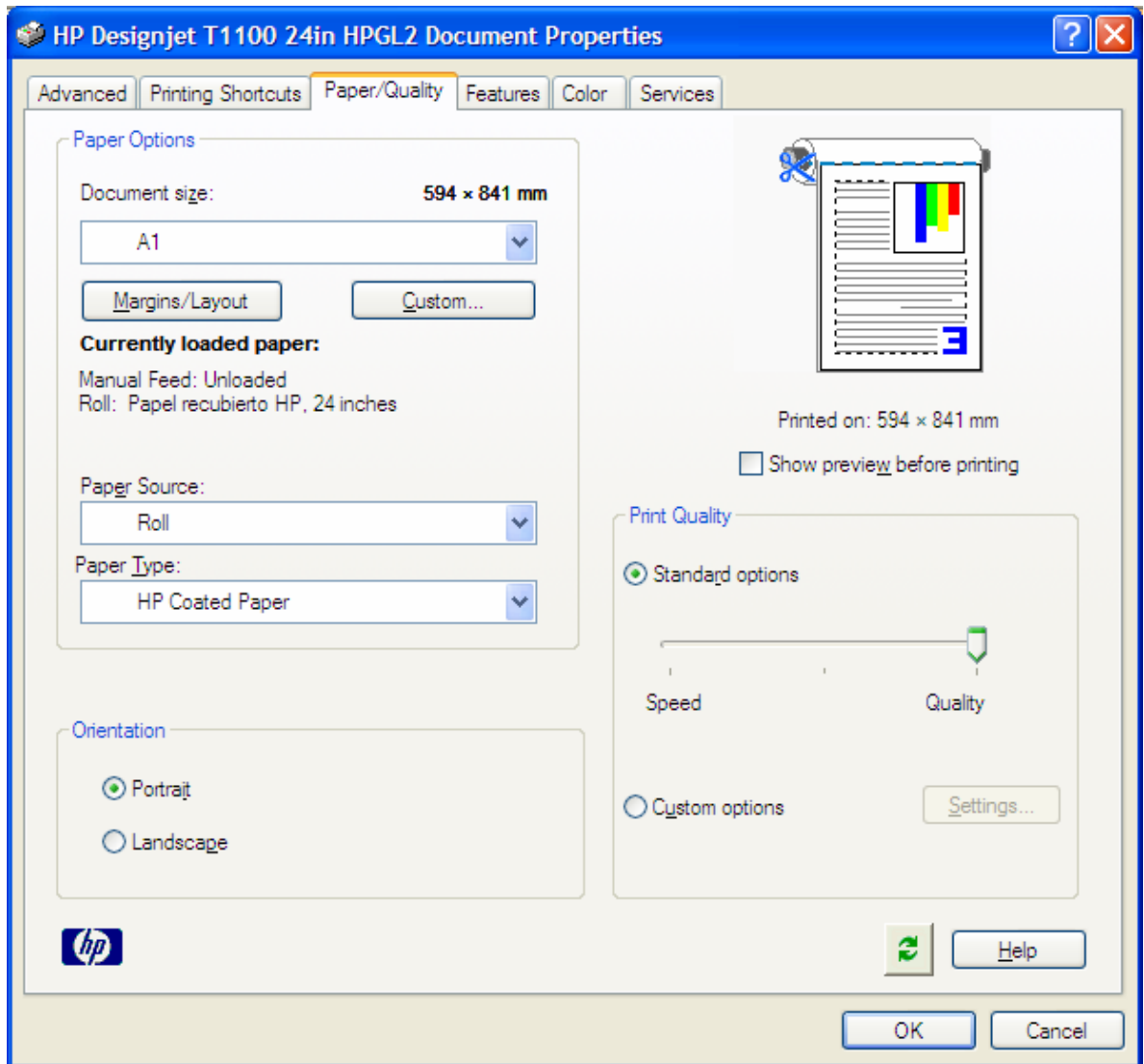
1. First recommendations:
 - Use the HP-GL/2 Driver when printing from an Office application.
 - Refer to the [Media type functionality & features](#) and choose the most appropriate media.
 - Ensure that the Paper Type setting on the front panel corresponds to the paper you intend to use. It is essential that the paper is correctly color calibrated for the printer; consult the [Calibrate my printer](#) document.
2. Open Microsoft Excel.
3. Open the document, **File menu > Open...**
4. Select the area you want to print and set it, choose **File menu > Print Area > Set Print Area**.
5. Microsoft Excel Print window, **File menu > Print...**:
 - **Printer > Name:** Select the printer (ex. HP Designjet T1100 24in HPGL2).
 - **Page range** and **Copies:** Select the printing options you need.
 - **Print what:** Select **Active sheet(s)**.



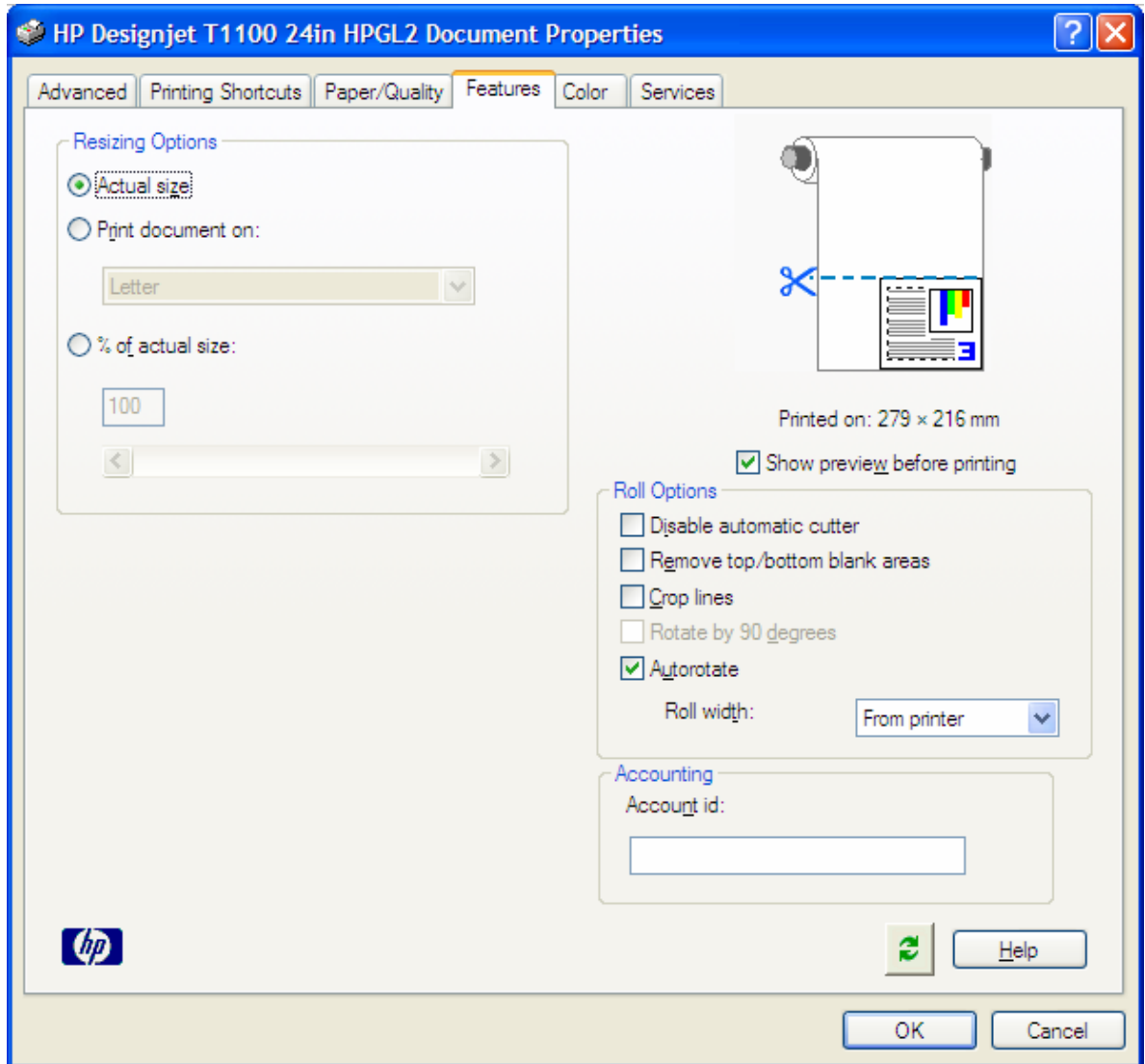
6. Driver settings, **Properties...** button:

- **Paper/Quality** tab:

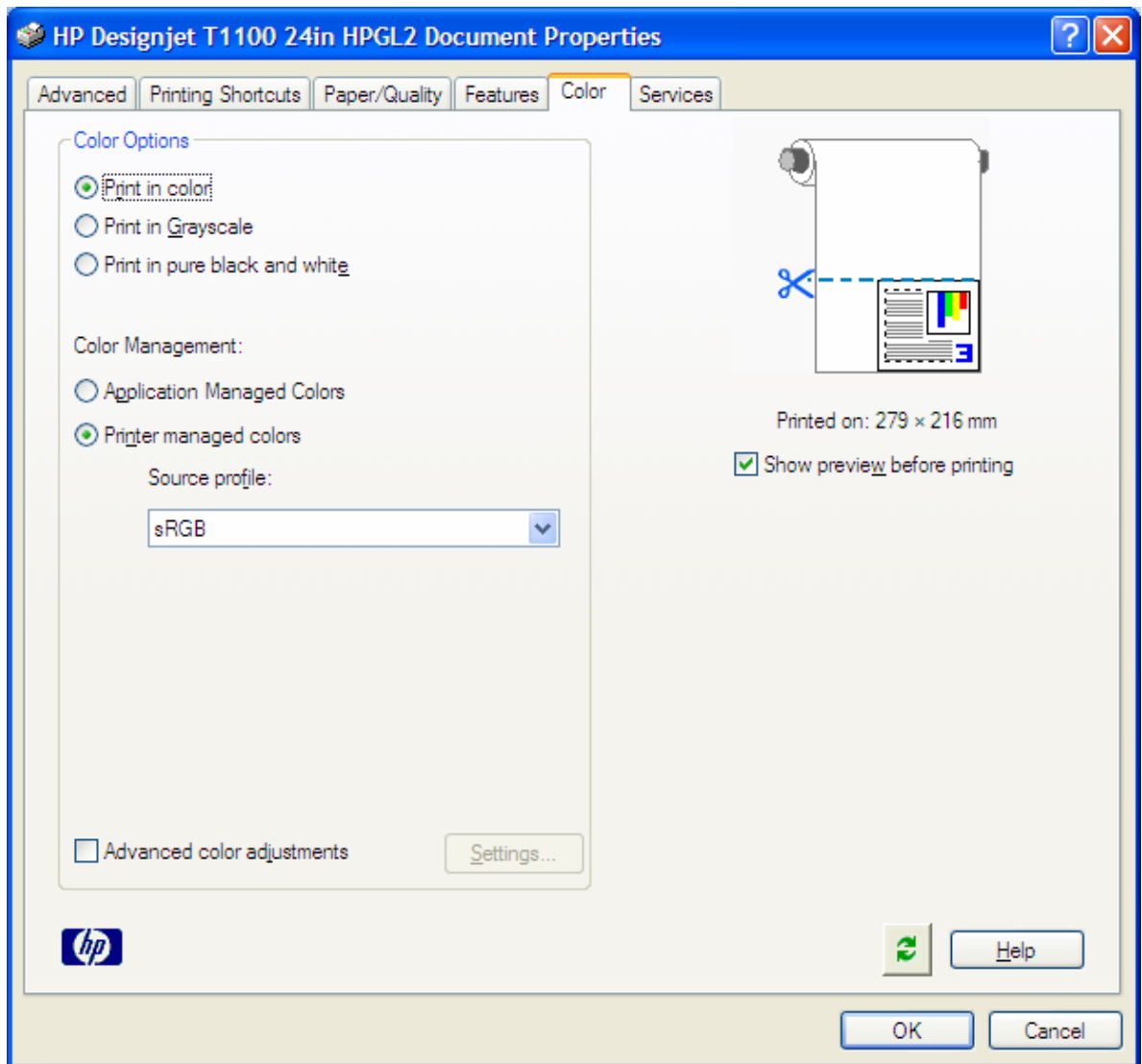
- **Paper Options > Document size:** Select the paper size of the media loaded on the printer. Select the **Custom...** button if you want to create a custom page size.
- **Paper Options > Paper Source:** Select the source of the paper, Roll or Sheet.
- **Paper Options > Paper type:** Select the paper type that is loaded on the printer.
- **Orientation:** Select the orientation of your image on the paper.
- **Print Quality:** Select Standard Options and drag the slider to Quality.



- **Features** tab:
 - **Resizing Options:** Select the scale option you want, select **Print document on** and the paper size on which the document will be scaled, or, the **% of actual size**. Make sure that the document size is not bigger than the paper size you have on the printer.
 - Check **Show preview before printing**.
 - **Roll Options:** Check **Autorotate** checkbox.



- **Color** tab:
 - Select **Print in color**.
 - Select **Color Management > Printer managed colors > sRGB**.



- Select **OK** twice.
7. The **Print Preview** utility will appear and display the layout of the document (Page layout and Image preview). If it is correct select **Continue**.

For more information on HP Designjet products

www.hp.com/go/designjet

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