

Panduan konfigurasi mesin pencetak set mod "default" kepada "Black & White"



JABATAN PERDANA MENTERI JABATAN KOMUNIKASI KOMUNITI

USER MANUAL

Langkah-Langkah



1



	3 Find a setting	م
Display, sound, notifications, power	Devices Bluetooth, printers, mouse Bluetooth, printers, mouse	J, iPhone Network & Internet Wi-Fi, airplane mode, V
Apps Uninstall, defaults, optional features	Accounts Your accounts, email, sync, work, family	ge Gaming ate Xbox Game Bar, capture Mode
Search Find my files, permissions	Privacy Location, camera, microphone	rity , recovery,
 Mome Find a setting Devices Bluetooth & other devices Printers & scanners Mouse Typing Pen & Windows Ink NatoPlay USB 	Printers & scanners Add printers & scanners Add a printer or scanner Printers & scanners Fax Fax Microsoft Print to PDF Microsoft XPS Document Writer Microsoft XPS Document Writer Microsoft XPS Document Writer Send To OneNote 2013 Send To OneNote 2013 Send To OneNote 2013 Supen queue Manage Remove device	3. 4. 5.
	Open queue Manage Remove device	

2

t VPN

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Personalization Background, lock screen, colors



Ease of Access Narrator, magnifier, high contrast

Klik "Devices".

Klik "Printers & canners, seterusnya klik encetak "default" anda.

Klik "Manage"





Settings

SHARP MX-5071 (9510938000) 俞

Manage your device

Printer status: Default								
Open print queue Set as default								
Print a test page								
lun the troubleshooter								
Printer properties								
Printing preferences								
Hardware properties								
BHARP MX-5071 (9510938000) Printing Preferences								
Layout Paper/Quality 7								
Tray Selection								
Paper Source: Automatically Select	~							
Color								
Black & White Color								
8								

Advanced..

Apply

Cancel

berbeza. 8.Pilih "Black & White" 9.Klik "Apply"

6. Klik pada "Printing Preferences" 7.Klik pada tab "Paper/Quality" atau ikuti langkah alternatif di muka surat 4 jika keluar paparan





Alternatif "Printing Preferences"

4

INFO: Kepada pengguna yang mempunyai paparan seperti ini selepas klik "Printing Preferenes, sila ikuti langkah-langkah di bawah.

Main	Paper Source A Fini	shing 12 Layout 👌 Job Handling >	
Favorites:			
Factory Defaults \sim	Save	Defaults	
Copies: 1 + - Original Size: 210 x 297 mm.	Output Size: 210 x 297 mm.	N-Up: None ~ Staple:	.Pi
A4 ~	Same as Original Size 🗸 🗸	A None ~	
Orientation:	Zoom	Document Filing:	
A Portrait ~	Settings	None ~	
2-Sided Printing:		Color Mode:	
Long Edge V		Automatic ~	••• ••
1			
	<u>u</u>		

pada "Colour Mode"

"Black&White".

"Apply"



JABATAN PERDANA MENTERI JABATAN KOMUNIKASI KOMUNITI

Sekian, Terima Kasih

<u>Manual pengguna ini disediakan oleh:</u> Bahagian Teknologi Maklumat Jabatan Komunikasi Komuniti (J-KOM) Email: btm_jkom@jpm.gov.my

