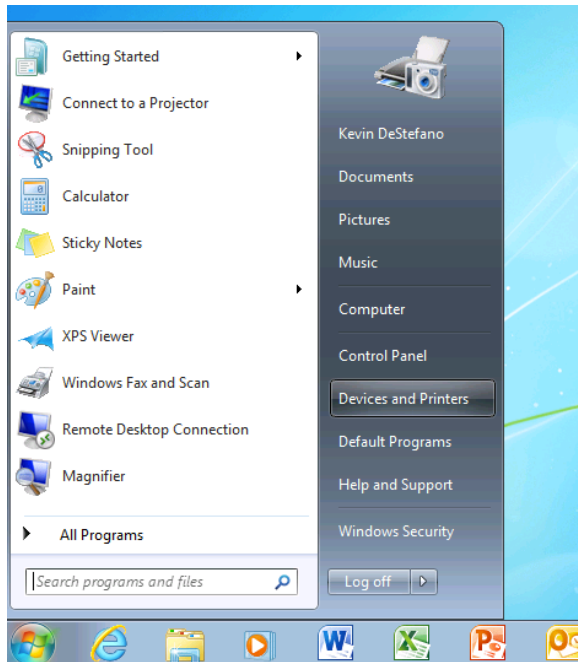


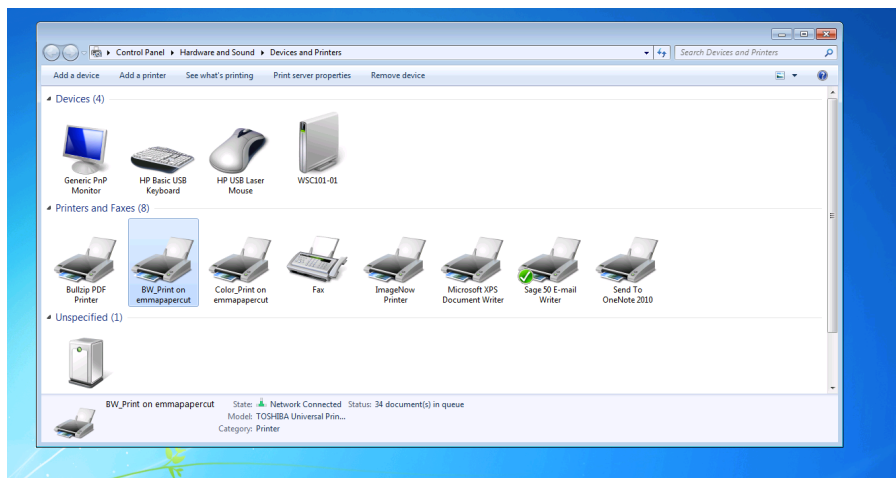
## Setting EC Print as the Default Printer

To ensure that you are printing directly to your EC Print Queue, you will want to set the BW\_Print option as your default printer.

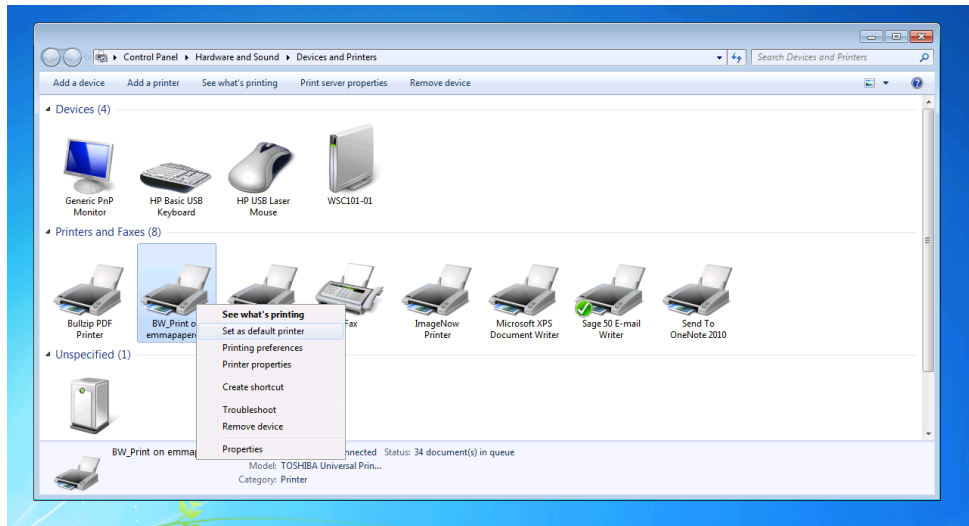
1. Start by going to the Start Menu and selecting “Devices and Printers”



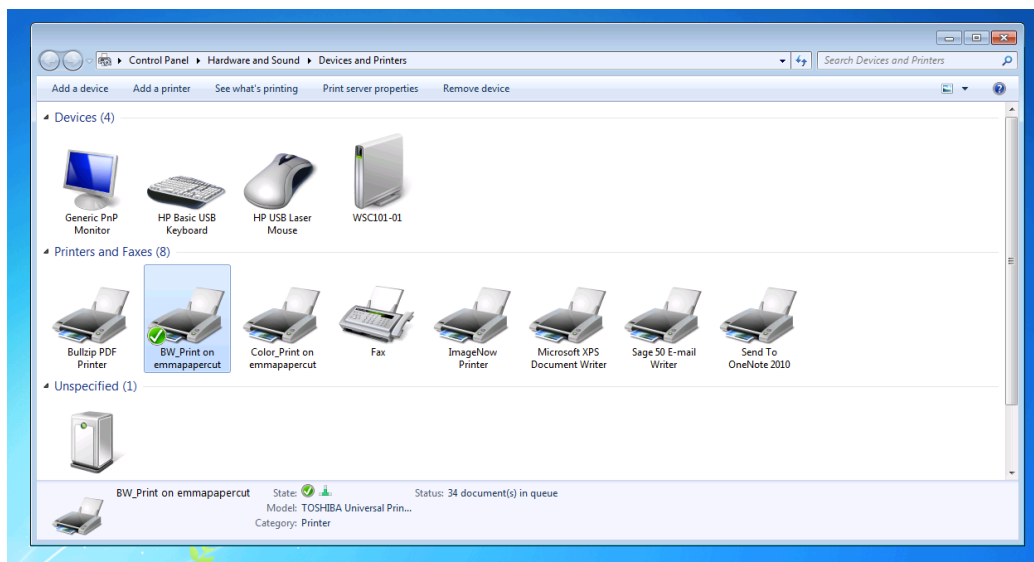
2. Next, select the option named “BW\_Print”



3. Right-Mouse Click on this option and from the list, select “Set As Default Printer”



4. Now the BW\_Print queue will be set as your default for all future printing.



NOTE: If you wish to print your document in color, please select the Color\_Print option from the list of devices. Color documents can only be released on devices capable of printing color. For a list of public devices with this functionality, please refer to the link on the EC Print Information Site.