Correcting the Default Printer Selection in SWAN Millennium R2011
Jan-29 2014

1. Open the SWAN Production Millennium Client from your desktop

2. Login to your usual SWAN Millennium user account

3. From the client window, open "**File**" > "**Select Printer**" > "**Print Templates**"
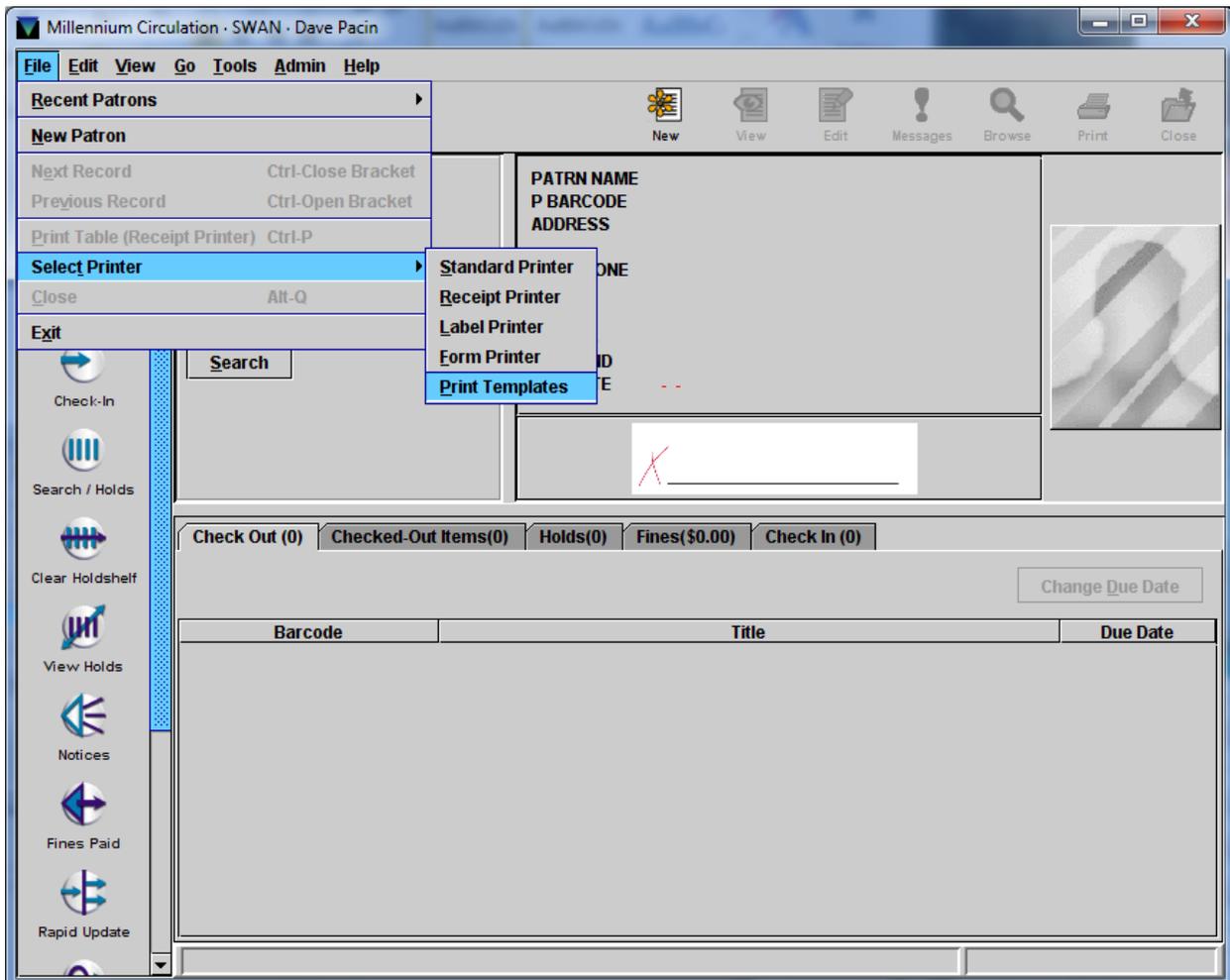
4. Each individual Print Template "**Output Type**" that you normally use will need to be modified. Start by selecting the appropriate output type from the "**Select output type**" drop-down and click "**OK**".
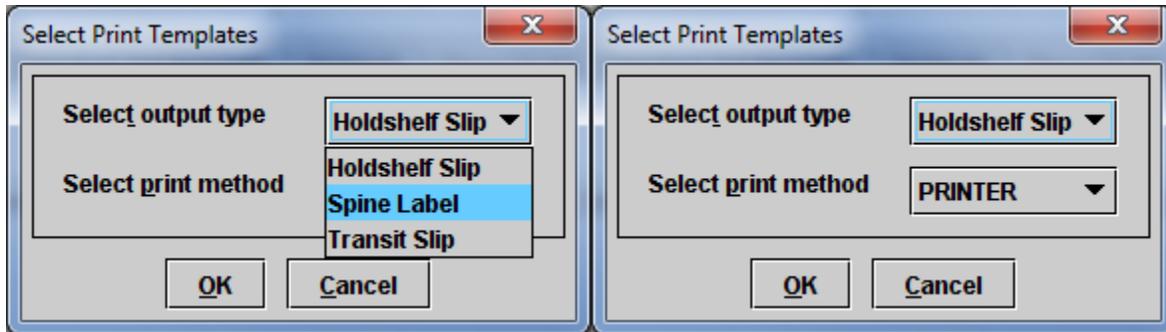
5. Select the printer that you normally use for this task from the "**Name:**" drop-down.
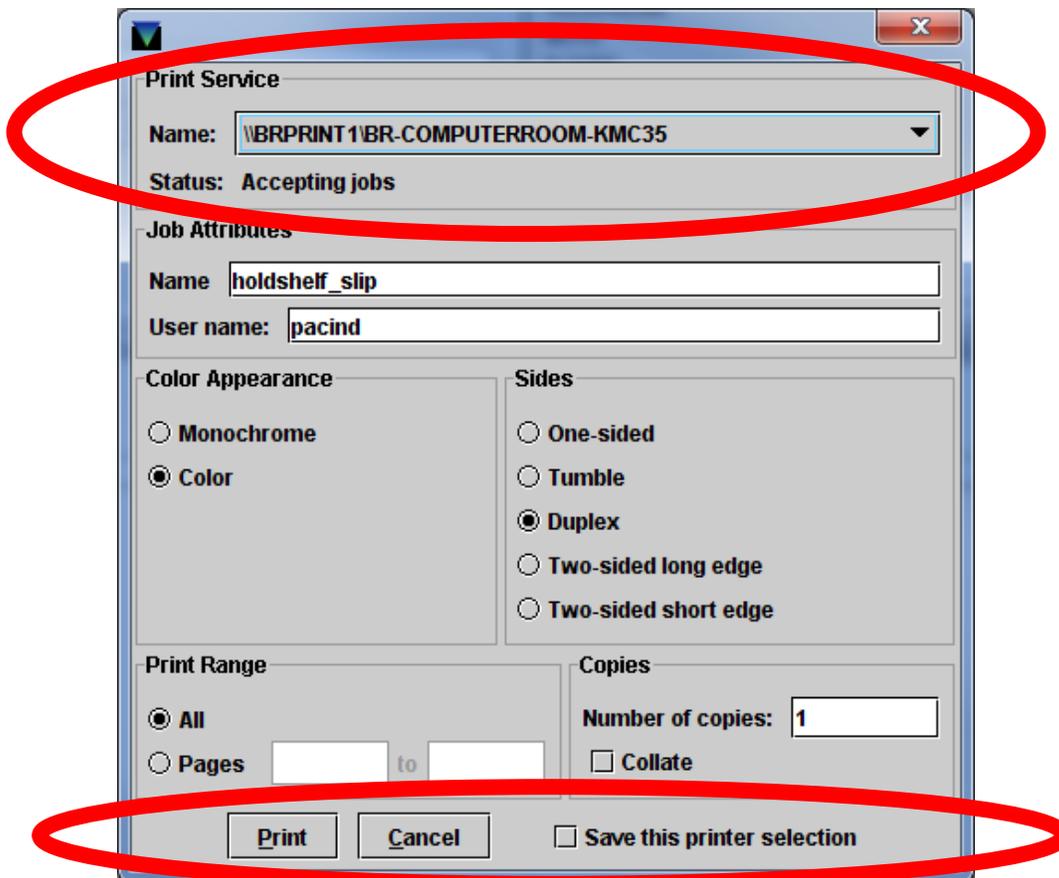
Click the "**Save this printer selection**" checkbox, and then click "**Print**". This won't actually print a page; it actually saves your new selection.

6. Repeat this process for each **Output Type** you typically use (from Step 4).

7. Following completion of these steps, your default printer should now be corrected for each **Output Type**.

    If you continue to experience issues, please contact the SWAN Help Desk at **630.734.5153**