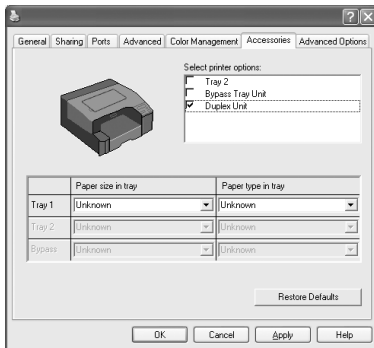# Notes for Users

These notes provide additional information on using this product.

The duplex unit is referred to as an "option" in this manual but comes as standard with this model. This means you can perform duplex (double-sided) printing without any additional devices.

To use the duplex unit, do the following:

**A** **On the [Start] menu, point to [Settings], and then click [Printers and Faxes].**

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Properties].**

**D** **Click the [Accessories] tab.**

**E** **Select the [Duplex Unit] check box.**

If you do not select the **[Duplex Unit]** check box , duplex printing will not be possible.



**F** **Click [OK].**