


## Appendix E Format and Print Documentation

Although users can “quick print” an image from any mode by clicking the **Print**  toolbar button, only **Print Preview** mode offers the ability to combine, compose, annotate, scale and format various images before they are printed. Printing from Print Preview mode is addressed in this Appendix and in the following AGTEK training videos and compatible printers list:


[www.agtek.com/video.html?id=387](http://www.agtek.com/video.html?id=387) (comprehensive functional overview)

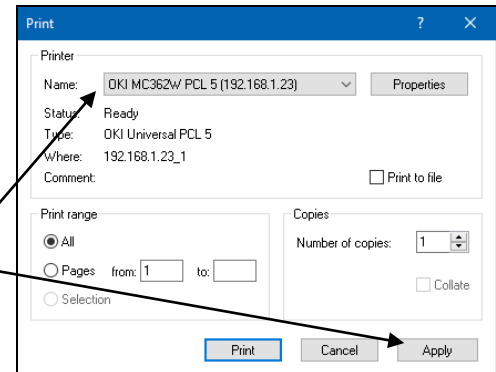
[www.agtek.com/video.html?id=236](http://www.agtek.com/video.html?id=236) (older comprehensive overview with some interesting additional details and functions)

[www.agtek.com/printers.html](http://www.agtek.com/printers.html) (AGTEK’s *Printer Compatibility* web page)

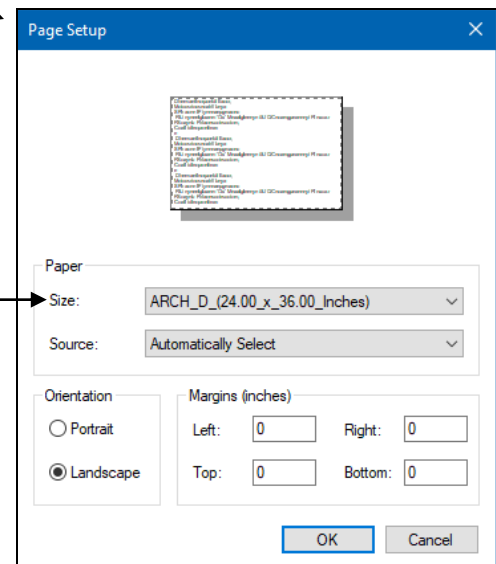
**Warning:** To print from AGTEK’s **Print Preview** mode with print settings different from the Windows default settings, **complete Steps 1 - 2 below before any formatting and printing . . .**

For the best print results, it is **very important** that Steps 1 and 2 below are completed **before** sending any images to the **Print Page** (if the following printer settings are changed *after* spending time formatting a detailed **Print Page** most of the formatting will be lost). Ok, two warnings should be enough!

Step 1: To verify/change the desired printer switch to **Edit**  mode and select **File > Print** from the menu. In the resulting **Print** dialog, under *Printer Name*, select the desired printer then click **Apply** to save the selection and close the dialog.



Step 2: To verify/change the selected printer’s settings, select **File > Page Setup** (**File > Print Setup** in AGTEK 3D) from the menu to access the *Page Setup* dialog. Select the desired *Paper Size* (see table below) and *Orientation* (**Portrait/Landscape**) then click **OK** to save the settings and close the dialog.



Common Paper Sizes		
Paper Size	Inches	Millimeters
<b>Desktop Printers</b>		
Letter	8.5 x 11.0	216 x 279
Legal	8.5 x 14.0	216 x 356
Tabloid	11.0 x 17.0	279 x 432
Ledger	17.0 x 11.0	432 x 279
<b>Large-Format Plotters</b>		
ARCH D	24.0 x 36.0	610 x 914
ARCH E	36.0 x 48.0	914 x 1219

**Tip:** If **Windows 7 / 8 / 10 / 11** users are unable to print from AGTEK they may need to modify their Windows permissions (see *Software Installation Notes* on page 21).

Step 3: Transfer, format, and print a **Volume Report** (pages 274-275), **3D Views** (page 276), **Cut-Fill Map** (page 277-278), **Profile Views** (page 279) and span multiple printed pages (page 280).

[Also see other print options (pages 281-283) and publishing documentation to Google Earth (pages 284-286).]