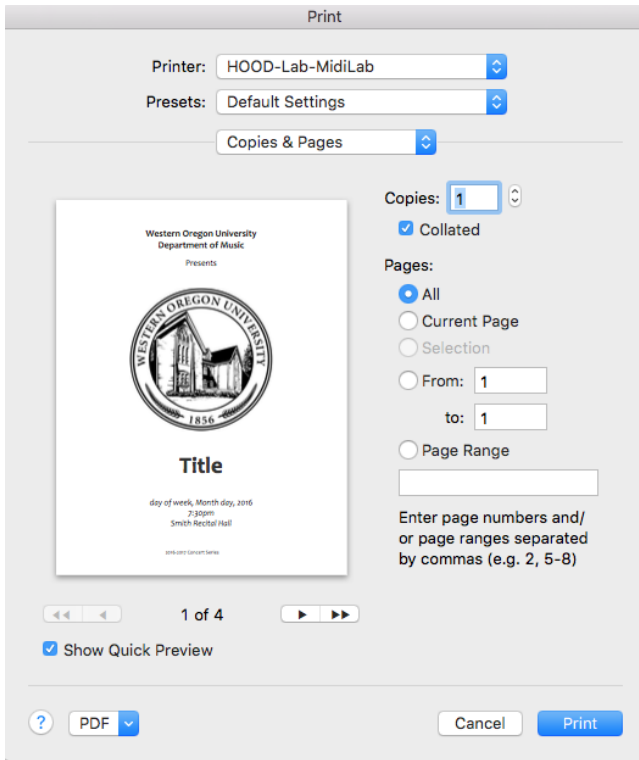


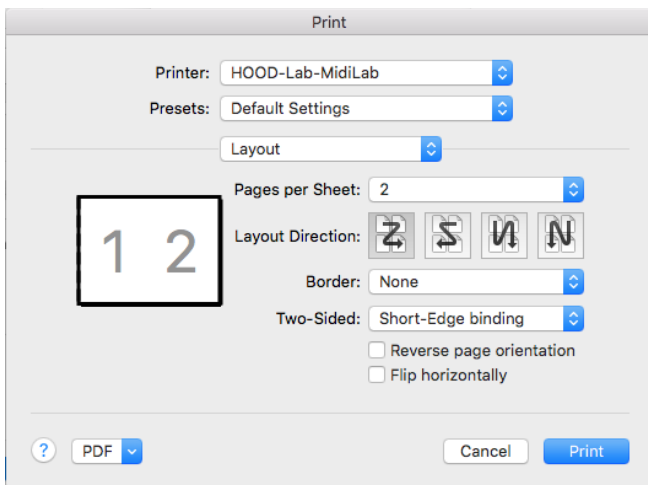
To print a program:

On a Mac:

In the print menu, click on **Copies & Pages**. Then chose **Layout**.



Chose **2 pages per sheet**, print the **pages in order**, and **short-edge binding**.




Your program should print with a breeze!


On a PC:

In the print menu, **1 Page Per Sheet**, and change it to **2 pages per sheet**.


Print

 Copies:


Printer ⓘ


 HP ENVY 5640 series
Offline
[Printer Properties](#)


Settings


 **Print All Pages**
The whole thing


Pages: ⓘ


 **Print One Sided**
Only print on one side of th...

 **Collated**
1,2,3 1,2,3 1,2,3

 **Portrait Orientation**

 **Letter**
8.5" x 11"

 **Last Custom Margins Setting**
Left: 0.2" Right: 0.2"

 **1 Page Per Sheet**

[Page Setup](#)

Upcoming Events		
Thurs Nov 17	7:30pm	Brasil Band + Wagner Trindade Smith Recital Hall \$8 general/\$5 students and senic WOU students free w/ID
Fri Nov 18	7:30pm	Early Music Ensemble Hamersly Library Free
Sun Nov 30	7:30pm	Orquestra Brasil Smith Recital Hall Free
Tues Nov 29	7:30 pm	Western Oregon Voices Rice Auditorium \$5 general/\$3 Students and senic WOU students free w/ID
Wed Nov 30	7:30 pm	Western Oregon Symphony Rice Auditorium \$5 general/\$3 Students and senic WOU students free w/ID
Thurs Dec 1	7:30 pm	Western Oregon Winds Rice Auditorium \$5 general/\$3 Students and senic WOU students free w/ID
Fri Dec 2	7:30 pm	Concert Choir and Chamber Chc Rice Auditorium \$3 general/\$1 Students and senic WOU students free w/ID
Friday Dec 3	7:30 pm	Western Hemisphere Orchestra Rice Auditorium \$5 general/\$3 Students and senic WOU students free w/ID
Sat Dec 4	7:30 pm	Rosalyn Whiby's Senior Recital Smith Recital Hall Free

For a complete listing of
Music Department event:
wou.edu/music

Click on **Print One Sided**, and change to **Print on Both Pages (flip on short edge)**.

Your screen should look like this!



Copies: 1


Printer




 HP ENVY 5640 series
Offline

[Printer Properties](#)

Settings

 **Print All Pages**
The whole thing

Pages: 


 **Print on Both Sides**
Flip pages on short edge

 **Collated**
1,2,3 1,2,3 1,2,3

 **Portrait Orientation**

 **Letter**
8.5" x 11"

 **Last Custom Margins Setting**
Left: 0.2" Right: 0.2"

 **2 Pages Per Sheet**

[Page Setup](#)