

## Printing with DataCAD 8.06 or later for Windows

DataCAD 8 for Windows prints using your installed Windows printer driver(s). However, you do need to define the plot layout, drawing scale, and pen settings. This is done through the DataCAD Plotter menu.

### Printing

1. Open a drawing file and choose Plotter from the Utility menu.
2. A message will be displayed explaining that a Printer has not been assigned to this drawing; choose OK.
3. The Printer / Plotter Settings dialog box will be displayed.
4. Select a printer or plotter from the Printer Name drop-down box. This sets the default printer for this file.
5. Select a paper size and set the paper orientation at the device. Click OK.
6. The Plotter menu is displayed in the Menu Window.
7. Choose PenTable. In Pen Settings dialog box, you can assign a width, density, and color for each pen number. You will then use Pen Assignments to map DataCAD's colors to the pen numbers in Pen Settings. Settings may be saved to a .PEN file for later retrieval.
8. Toggle AllBlack on to print all lines in black. Toggle AllBlack off to print lines in color, or a combination of black and grayscale. Exit when complete.
9. Choose QwkLayout from the Plotter menu. The layout box, representing the maximum effective plotting area, is displayed.
10. Position the layout box over your drawing and click to place it. If the drawing does not fit properly on the sheet, right-click to exit back to the Plotter menu and choose Scale to set a larger/smaller drawing scale. You are then returned to the QwkLayout menu to place the layout box.
11. Choose Print from the File menu to print your drawing to the currently selected printer or plotter.

### Printing to File

1. Perform steps 1 through 10 above.
2. Choose ToFile.
3. You will now be asked to enter a name and destination for the (.PLT) file.
4. Enter the information and click OK.

### Tips

1. Make sure the printer is configured to take pen settings from software to get proper pen settings.
2. Always set the options in Printer / Plotter Settings before using QwkLayout or MltLayout. Changing printers, paper sizes, or paper orientation after setting your layout could result in your layout printing incorrectly. If you do change the options in Printer / Plotter Settings after using QwkLayout or MltLayout, make sure to check your layout again.
3. If your printer or plotter is not in the Printer Name drop-down box in either the File, Print or File, Print Setup dialog boxes, you need to install the printer driver. To do this, choose Add Printer from Start, Settings, Printer on your Windows desktop. For more detailed information, choose Help from the Start menu on your Windows desktop.