

Instructions for setting up a "Print to FILE" printer

Windows 2000/ME/XP

Select "Start -> Printers and Faxes"

Under "Printer Tasks" (sidebar), select "Add a printer" (if you don't have the sidebar, select "File -> Add Printer")

Click "Next" at the "Welcome to the Add Printer Wizard" screen

On the "Local or Network Printer" screen, select "Local printer attached to this computer" and uncheck "Automatically detect and install

my Plug and Play printer" then click "Next"

On the "Select a Printer Port" screen, select "Use the following port" and select "FILE: (Print to File)" from the drop-down list then click

"Next"

On the "Install Printer Software screen", select "Generic" in the left window (Manufacturer) and "Generic / Text Only" in the right window

(Printers), then click "Next".

On the "Name Your Printer" screen leave the default name ("Generic / Text Only"), or change it to whatever name you prefer. Select

"Yes" to use this printer as your default printer.

On the "Printer Sharing" screen, go with the default choice "Do not share this printer".

After you are done using MAPSPROG, open the "Printers" folder, right-click on the printer that was formerly the default printer, and click "Set as default".

Windows 98/98SE

Select "Start-> Settings ->Printers" to open your printers folder

In your printers folder double-click on "Add Printer"

Click "Next" at the "Add Printer Wizard" screen

Select "Local printer" when asked "How is this printer attached to your Computer?" and click "Next".

On the next screen choose "Generic" in the "Manufacturers" column ("Generic/Text Only" will automatically be selected in the "Printers" column) and click "Next."

On the next screen select "Keep existing driver (recommended)" and click "Next."

In the "Available ports" window, choose "FILE" and click "Next."

Accept the printer name ("Generic / Text Only"), or change it to whatever name you prefer,

select "Yes" to use this printer as your default printer, and click "Next."

Select "No" when asked "Would you like to print a test page?", and click "Finish"

Insert the Win98/Win98SE CD-ROM when prompted (if necessary).

After you are done using MAPSPROG, open the "Printers" folder, right-click on the printer that was formerly the default printer, and click "Set as default".

Any documents which are printed to the FILE printer will instead be saved in a file with the *.prn extension (you will be prompted to provide the path and name of the output file). These *.prn files, also called Printer Files, can be opened in any word-processing or text editing program (e.g., Word, Word Perfect, Notepad, etc) and can be edited and/or printed from these programs.