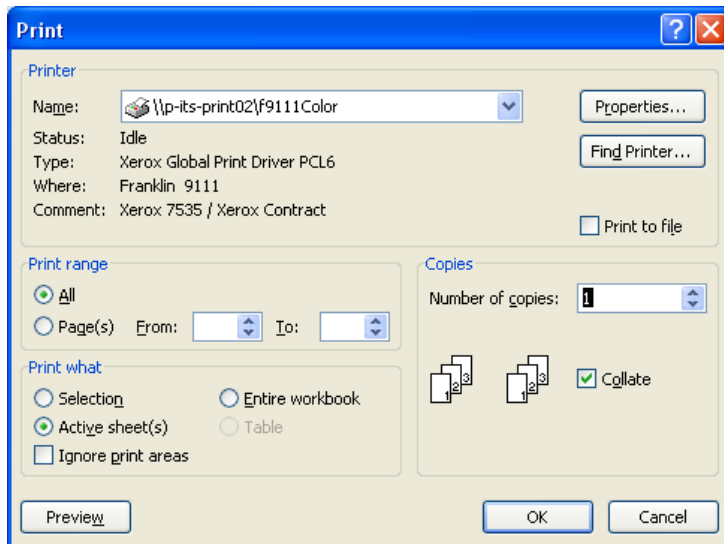# Printing a Job in Color

The default setting of your printer is Black and White. To change a print job to color

1. Click on Windows icon
2. Select Print icon. Print window appears
3. Click on Properties

4. Five preference tabs appear. Default tab is Page/Output
5. Select the Color Options tab
6. Change the radio button option to Color
7. Click on OK
8. NOTE: Color remains your new preference, until you exit the application