Control browser printout

Turn off header, footer, URL and similar information

When printing from your web browser your printouts may include unwanted information inserted by the browser such as date and time, URL, title, etc. You can remove any of this information by configuring the printer in your browser.

Internet Explorer

- 1. Click on 'File'
- 2. Click on 'Page Setup'
- 3. Select 'Empty' for all Headers and Footers
- 4. Click 'OK' to save

Page Setup		
Paper Options Page Size: Letter Portrait Print Background Colors and Images Finable Shrink-to-Fit Headers and Footers Headers	Margins (inches) Left: 0.75 Right: 0.75 Top: 0.75 Bottom: 0.75	
-Empty-	✓ -Empty- ✓	
-Empty-	 ✓ -Empty- ✓ 	
-Empty-	 ✓ -Empty- ✓ 	
Change font		
	OK Cancel	

Mozilla Firefox

- 1. Click 'File'
- 2. Click 'Page Setup'
- 3. Click on the 'Margins & Header/Footer' tab
- 4. Set all Headers and Footers selections to 'blank'
- 5. Click 'OK'

	Page Setup ×			
Format & Options	ormat & Options Margins & Header/Footer			
- Margins (inches) -	Margins (inches)			
I	<u>T</u> op: 0.5			
Left: 0.5 Botto	Left: <u>R</u> ight: 0.5 Bottom: 0.5			
Headers & Footers	Headers & Footers			
blank ♥	blank ∨	blank 👻		
Left:	Center:	Right:		
blank 🗸 🗸	blank ∨	blank 🗸 🗸		
OK Cancel				

You will have to configure this for the browser on each computer you print from.

If you do not see the 'File Edit View' menu bar at the top of your browser hit the 'Alt' key on your keyboard. The 'Alt' key toggles this menu bar on and off.