Setting toner-saving print resolution

1. (This applies to printers with toner-saving function) Click on ‘Start’ at the bottom left-hand corner of the screen and choose the ‘Control Panel’ option (the version featured here is Windows 7. For other versions, screen options may vary). Click on ‘View devices and printers’.

2. Right-click on your default printer and select ‘Printing Preferences’.
3. (Screen options may vary depending on your printer model. Some models do not have a toner-saving feature) Check the options under the tabs ‘Basic’ / ‘Paper/Quality’ / ‘Imaging’ / Quality and use a lower dpi for print quality, or check the options like ‘EcoPrint’, ‘Econoprint mode’ or other toner-saving feature (see examples below). Click ‘OK’.

**EcoPrint**

![EcoPrint screenshot](image)

**Setting lower dpi and ‘ColorSaver’**

![Setting lower dpi and ‘ColorSaver’ screenshot](image)