

Duplex Printing – M66253-HP and SAAVEDRA Printers ONLY!

Currently the only 3 printers that have a Duplex Unit, see table below:

Duplex Printer Locations	Duplex Printer Name
66-253	M66253-HP
66-253	M66253-HP2
66-252	SAAVEDRA

1. Open Printers and Faxes.
2. Right-click the printer you want to set options for, and then click **Properties**.
3. On the **Device Settings** tab, double-click or scroll down until you see **Installable Options** and look for **Duplex Unit (for 2-Sided Printing)** and change the setting from **not installed** to **installed**.

See below for screen shot:

