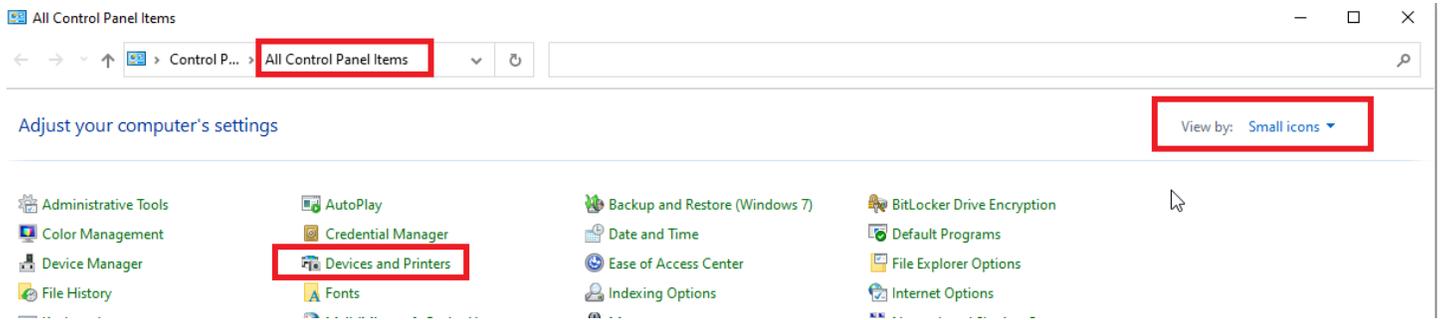


How to print to PDF from EPIC – Windows 10

Click the Start Button, Type and select **Control Panel**.

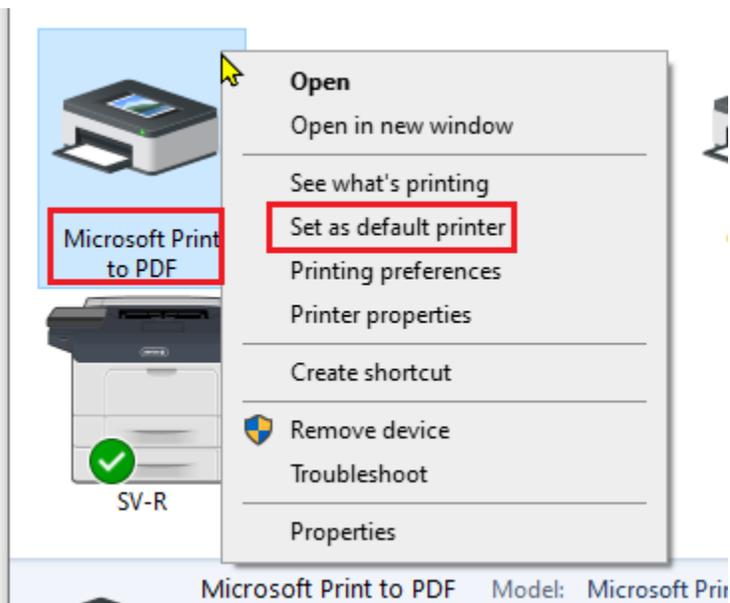
View by **small icons**, and select **Devices and Printers**



1st, Document The Name Your Current Default Printer, It Will Have A Green Checkmark

Right-click on the installed printer “Microsoft Print to PDF”

One printer must be set to **Default before printing** to print to EPIC

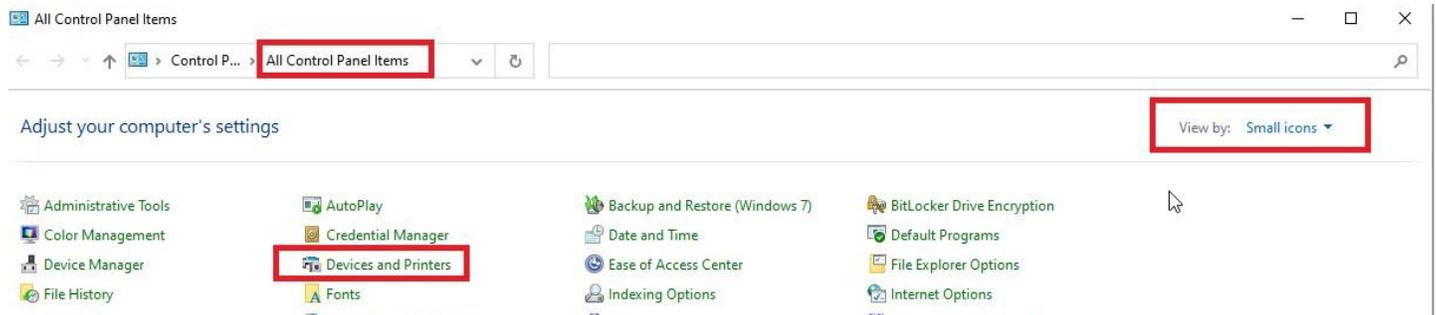


Once printed, repeat the process and change back to your **original printer** and set to “Default”

How to print to PDF from EPIC – Windows 11

Click the Start Button, Type and select **Control Panel**

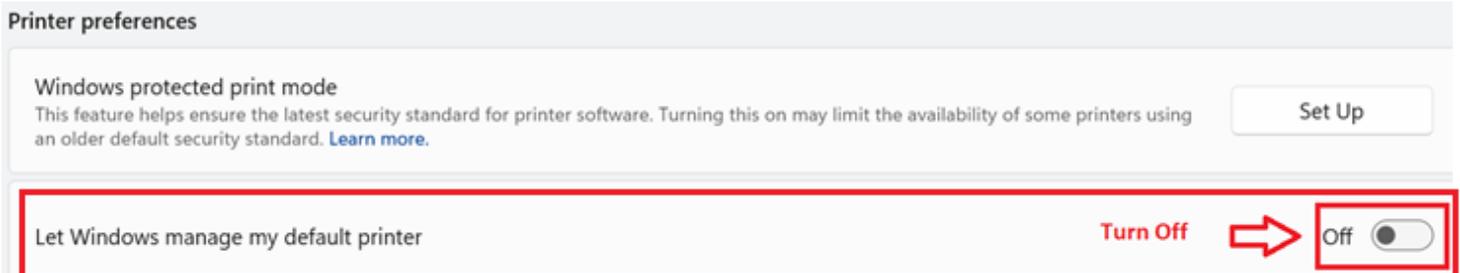
View by **small icons**, and select **Devices and Printer**



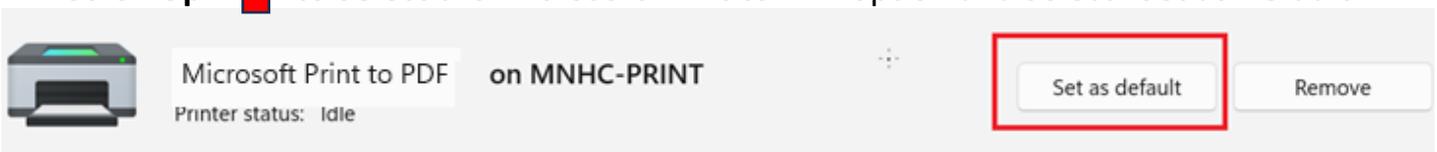
Bluetooth & devices



Scroll down  and Turn Off *“Let Windows Manage my default printer”*



Scroll Up  to Select the **Microsoft Print to PDF** option and Select **“Set as Default”**



Once printed, repeat the process and change back to your **original** printer and set to **“Default”**