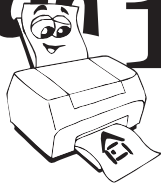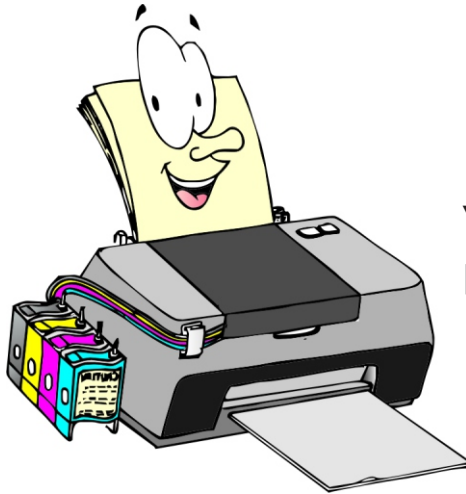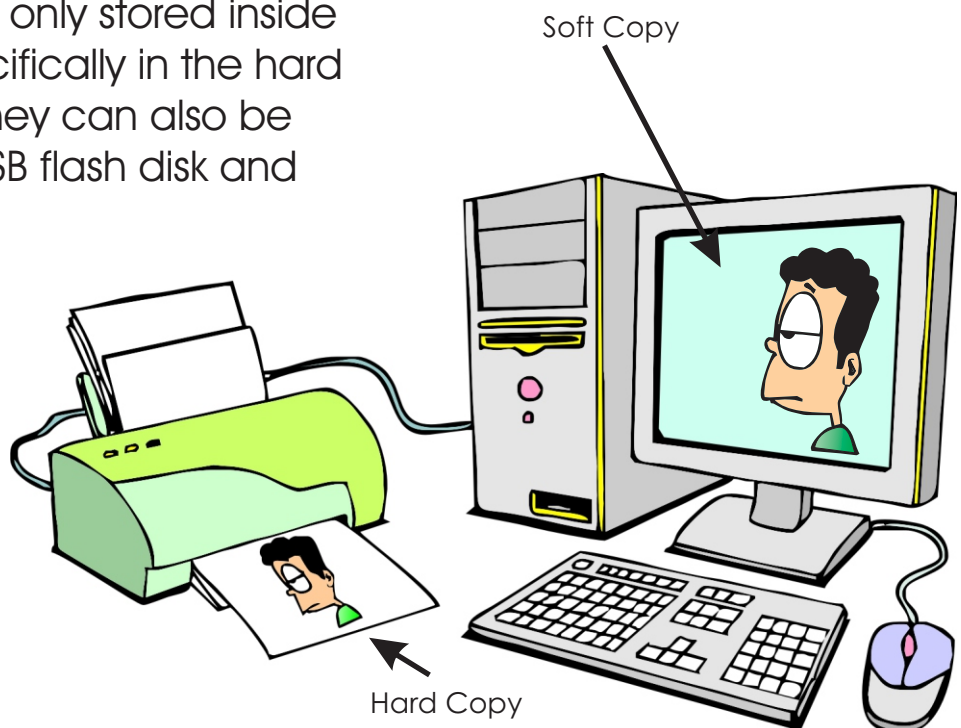# Lesson 12

Printer Sprinter
Printer Matters

Printer is an **output device**. It puts the drawings, letters, numbers, and or symbols on the paper. It prints whatever you have made with the computer.
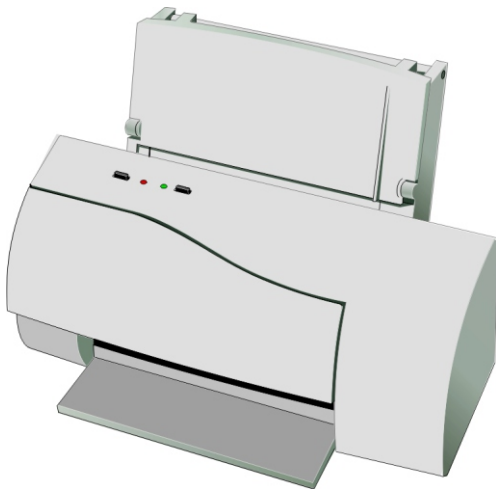
Your printed work on the paper is called **hardcopy.**

Hardcopy files can be stored and filed in a cabinet while the **softcopy** files cannot be. They are only stored inside your computer, specifically in the hard disk or floppy disk. They can also be stored or saved in USB flash disk and compact disc.

Soft Copy

Hard Copy

Printer Sprinter
Printer Matters

Kinds of Printer

1. **Dot-Matrix Printer** – uses ribbon to print the images, letters, numbers and symbols. It is slow and noisy but the cheapest among other printers in terms of consumption.

2. **Ink Jet/Deskjet Printer** – uses ink to print letters, numbers, symbols, and pictures. It sprays water soluble ink to the paper. It produces high-quality printouts.

3. **Laser Printer** – uses laser heat to make the powder stick to paper to produce the letters, numbers, symbols, and pictures . It produces a much higher quality printouts than that of the ink jet/desk jet printers.
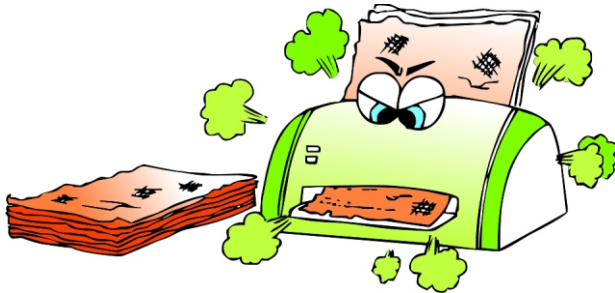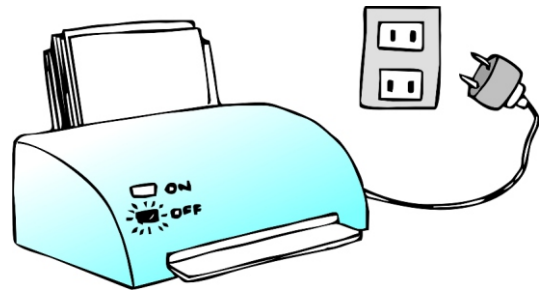
Printer Sprinter
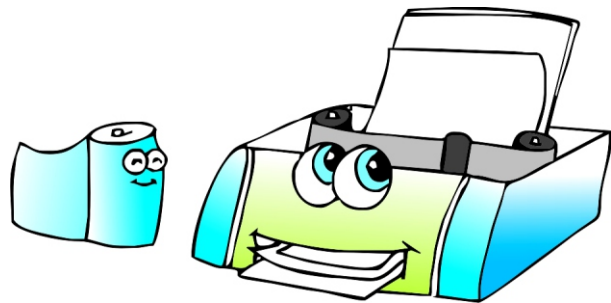## Printer Matters

Printer Care

In order for your printer to print well, you need to take care of it. Listed below are the tips on how to do it.

1. Make sure that the printer is off when plugging it to the outlet.

2. Do not use dusty, dirty and thin papers into the printer to avoid clogging and paper jam and thus, prevent wastage.

3. Use the prescribed ribbon or ink or toner only or else, your printer may not print well.

4. Regularly clean the printer with a clean soft cloth.

Printer Sprinter
Printer Matters

5. Use the AVR (Automatic
   Voltage Regulator) for surge
   protection.

6. Do not touch the printer
   head and its other parts
   while in use.