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(54) **METHODS AND SYSTEMS FOR RESERVING A TRAY FOR SPECIAL MEDIA PRINTING WHILE SUBMITTING A DOCUMENT FOR PRINTING**

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(57) **ABSTRACT**

The disclosure discloses methods and systems for allowing a user to reserve a tray for special media printing while submitting a document for printing, the method is implemented at a print driver application running on a computing device. The method includes receiving a print request for the document through the print driver application. A user interface is provided to the user including one or more print attributes, wherein at least one print attribute includes special media option. Upon selection of the special media option, a list of one or more trays available at at least one multi-function device for special media printing is displayed. Thereafter, the user is allowed to select a tray from the displayed tray list for reservation for special media printing at the at least one multi-function device.

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