

# 印表機使用注意事項：

1. 請節約用紙，不做無意義的列印，並儘量使用雙面列印
2. 請勿浪費碳粉，列印黑色背景投影片時，先去除背景

## 雙面列印設定方法

A、B 兩印表機皆可自動雙面列印，設定方法如下：

The image shows two overlapping windows from the HP printer software. The background window is titled '列印' (Print) and shows printer information for 'HP LJ P3005-B'. The foreground window is titled 'HP LJ P3005-B 文件 內容' (HP LJ P3005-B File Content) and shows various printing options. Three callouts with arrows point to specific settings: 1. '內容' (Content) in the top right of the '列印' window. 2. '外觀' (Appearance) in the top right of the 'HP LJ P3005-B 文件 內容' window. 3. '雙面列印' (Double-sided printing) in the '文件選項' (File Options) section of the 'HP LJ P3005-B 文件 內容' window.

1. 列印時選取「內容」

2. 點選「外觀」標籤

3. 勾選「雙面列印」