# WI-CAMS Printer Quick Reference

October 10, 2017
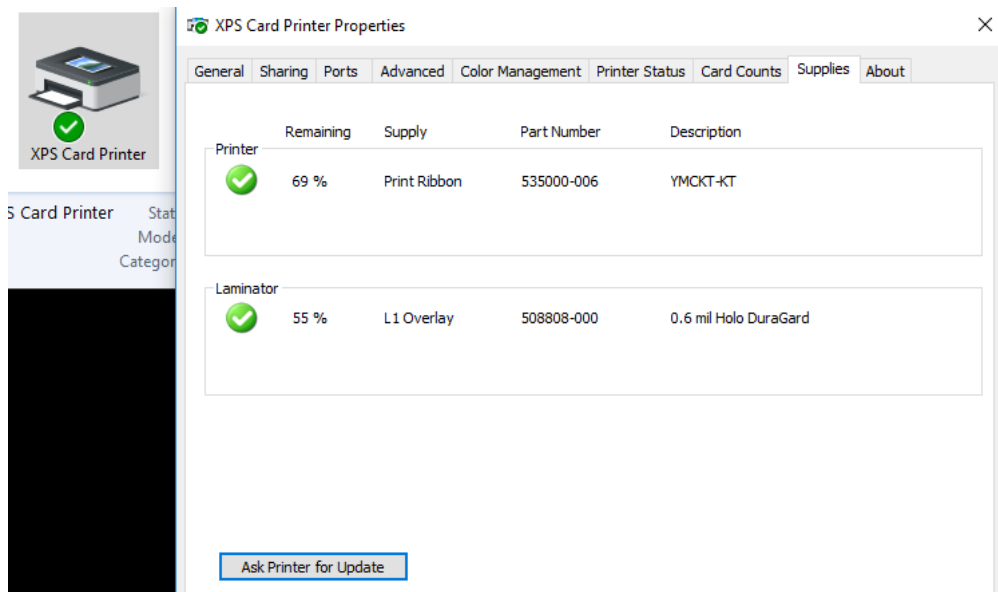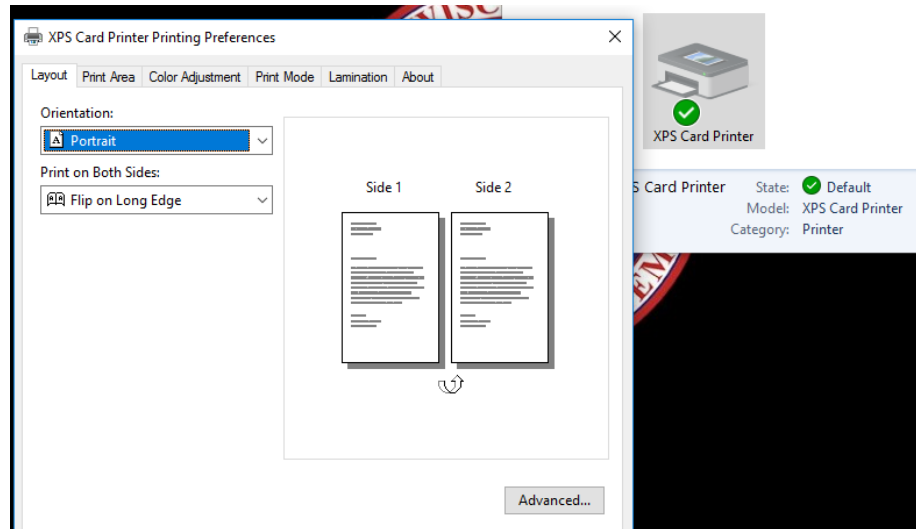
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## Checking printer supply counts

   a. In Windows, printing agencies can see their DataCard CD800's remaining counts for both the printer and laminator modules. Under "Devices and Printers," right-click the DataCard CD800 printer and select "Printer Properties." (The printer should appear as "XPS Card Printer.")

   b. Click the "Supplies" tab to see the remaining percentages for print ribbon and laminate supplies.

# Double-sided printing

a. If the printer is not printing double-sided ID cards, right-click the printer in "Devices and Printers" in Windows and select "Printing Preferences." (The printer should appear as "XPS Card Printer.")
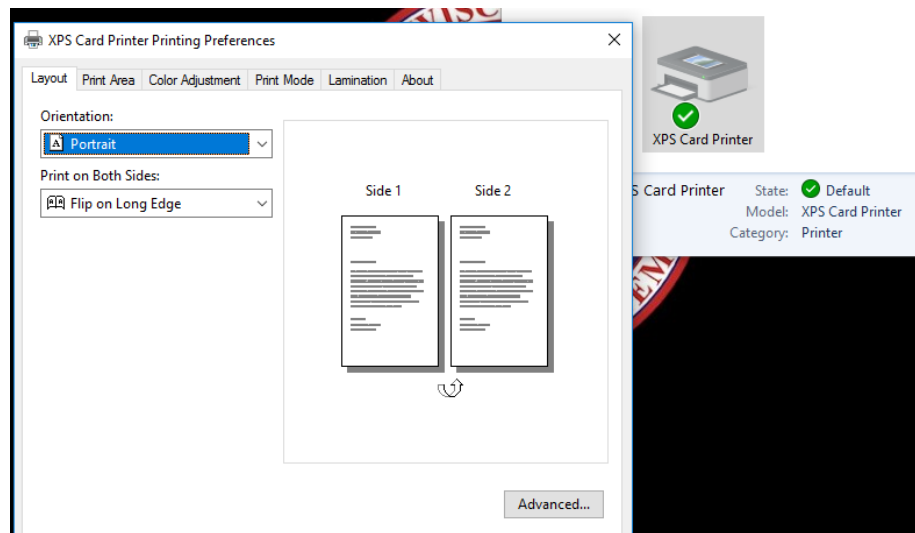


b. Under the "Layout" tab, ensure that "Flip on Long Edge" has been selected under the "Print on Both Sides" menu dropdown. Click "Apply" and "OK."
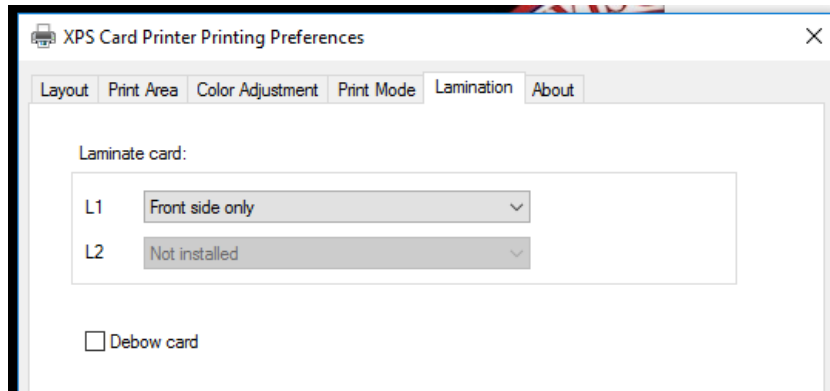
# Turning on/off lamination module

*Per state policy, all WI-CAMS IDs for field use are required to have holographic laminate affixed to the front side of the card.*

c. To turn on the DataCard CD800's lamination module, right-click the printer in "Devices and Printers" and select "Printing Preferences." (The printer should appear as "XPS Card Printer.")
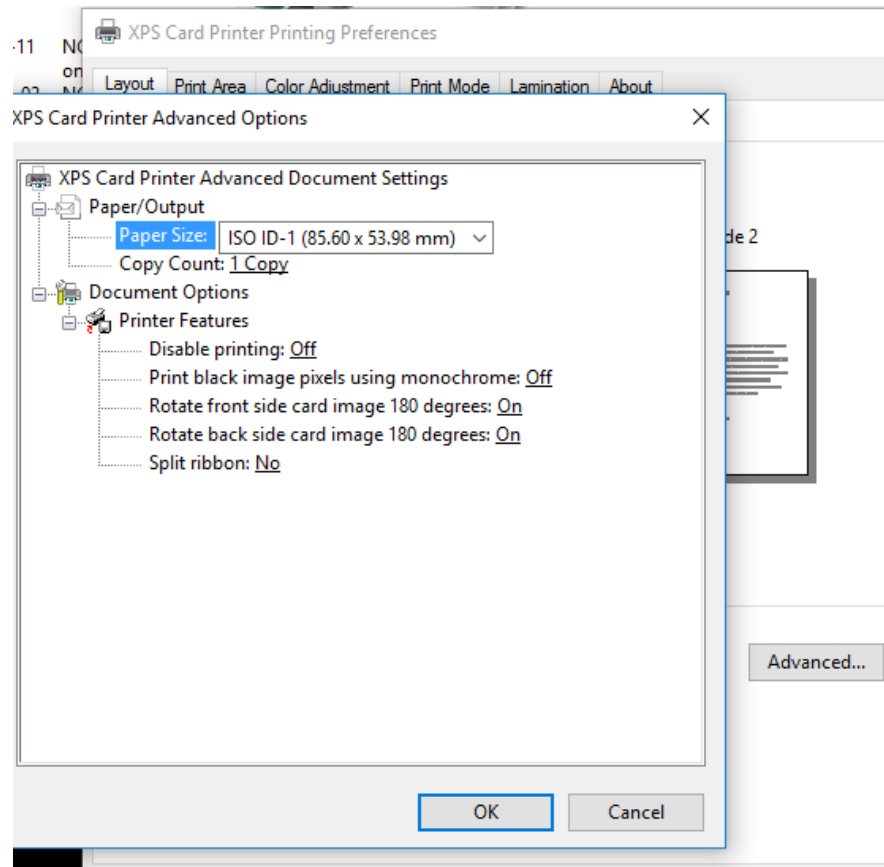


d. Select the "Lamination" tab. Under "Laminate card," select "Front side only" under the L1 dropdown menu. Click "Apply" and "OK."



e. Printing agencies may wish to temporarily turn off their laminator when testing printer capabilities or producing credentials for non-response personnel. Repeat steps a & b above but select "Do not apply" under the L1 dropdown menu. Click "Apply" and "OK."

# Rotating the laminate's front side card image

a. On occasion, some DataCard printers will render the holographic image on a credential upside down, with the Wisconsin Emergency Management logo rotated 180 degrees. To reset the rendered image, right-click the printer in "Devices and Printers" and select "Printing Preferences." (The printer should appear as "XPS Card Printer.")

b. Select the "Layout" tab and then click the "Advanced…" button in the bottom right-hand corner.

c. Under "Printer Features," find "Rotate front side card image 180 degrees" and toggle this feature to "On." Click "OK."



d. From the "Printing Preferences" menu, click "Apply" and "OK."