UNIVERSITY OF
EXETER

Printing Problems with Calibri Font, Images and Office 2010

Environment:

Windows XP/ Seven with Office 2010
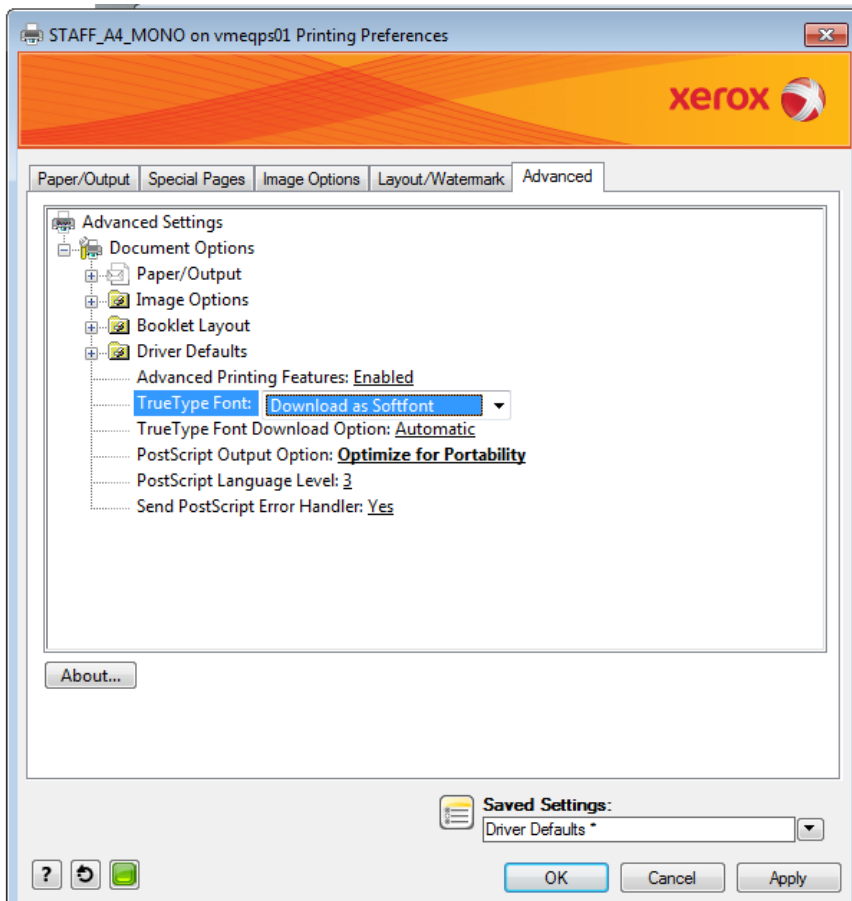
Symptoms:

Printed output missing characters

Printed output missing images

Printed output gibberish

Fix:

There is a setting that will need to be changed on all your installed Xerox's please see below for instructions

1. Click Start then Printers & faxes (devices and Printers for Windows 7)
2. Right click on the first Xerox you have installed and from the menu that appears left click on printing preferences
3. Click on the advanced tab
4. Click on PostScript Output Option: and select Optimize for Portability from the dropdown list
5. Change TrueType Font: to Download as SoftFont.

6. Click Apply
7. Repeat the process for all of your installed Xerox's