

## How Can I Fix Odd Looking Reports?



SuperFox's report generator looks at your computer's default printer paper size to format the reports, such as invoices, pay slips, management reports, etc.

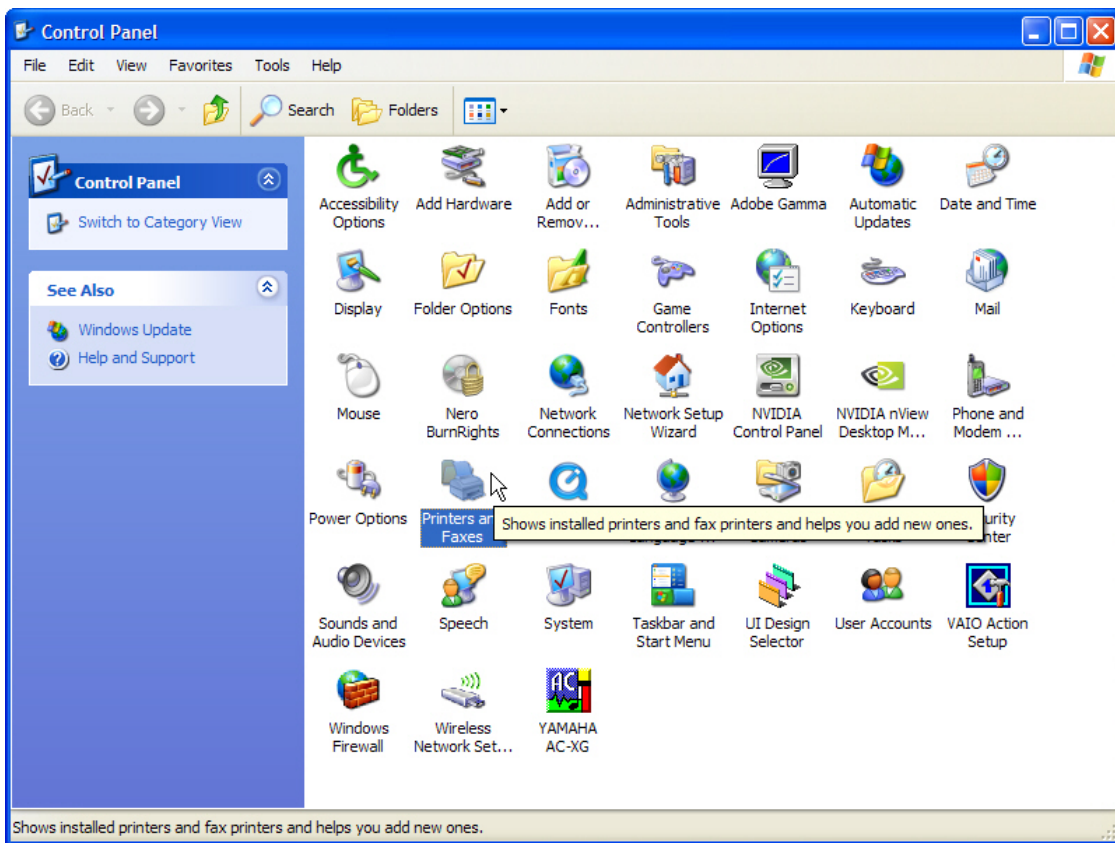
The SuperFox reports are designed to fit on A4 paper so your computer will need to have a printer set up to use A4 paper to produce these reports properly.

You do not need to actually have a printer for your computer. You just need to set one up in Windows. If your computer does not already have a printer set up then you can add one very easily, just follow these simple steps...

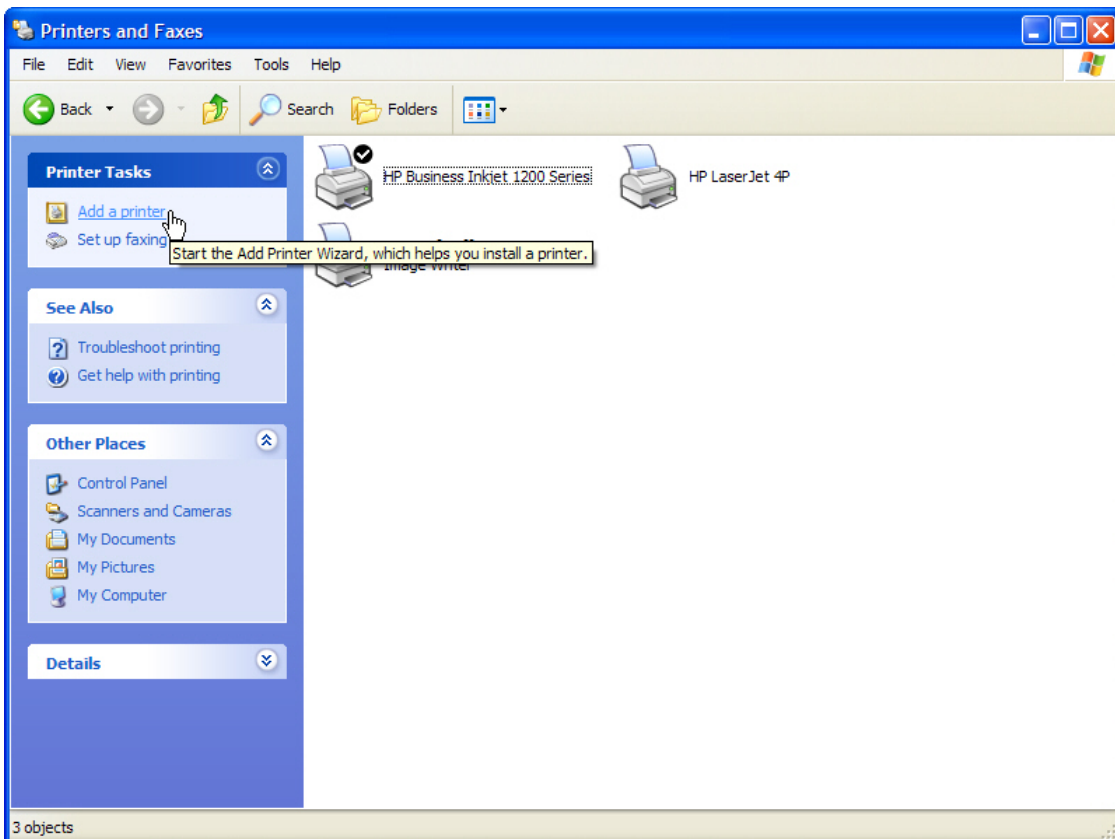
Go to your computer's **'Start'** menu and open **'Control Panel'**



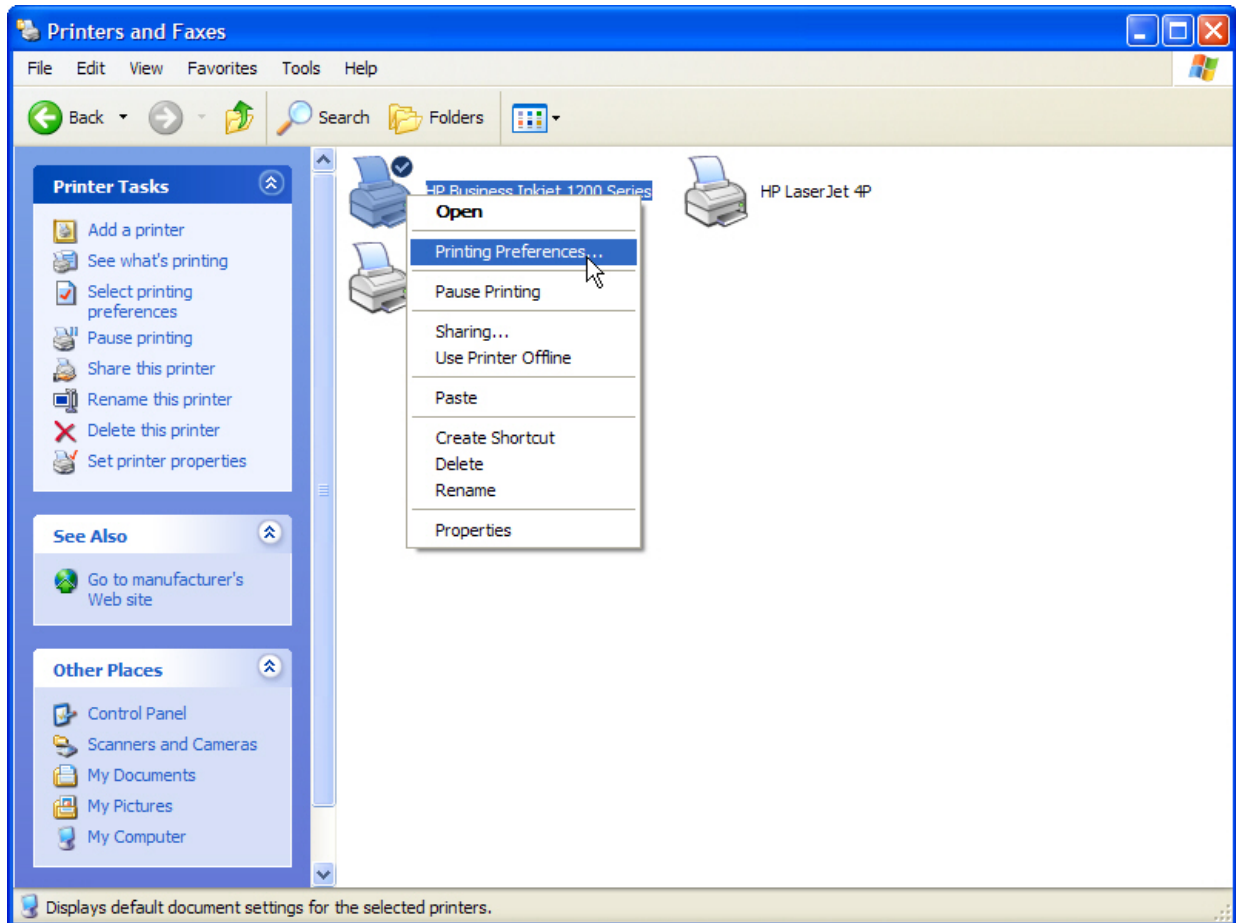
From Control Panel double click on **Printers and Faxes**:



If you do not already have a printer installed click on the **'Add a Printer'** option and follow the instruction in the wizard to add a printer, any A4 printer will do.



Now you need to set up the printer properties to use A4 paper. Right click on the printer that you have added and choose the **'Printing Preferences'** option from the menu. This will open the printer setup utility for the new printer and you can set the default paper size to A4.



When you next run SuperFox your reports should appear properly formatted.

In the unlikely event you still have a problem you might consider checking that the page margins are not unusually large, and that the default page orientation is landscape.



**End**