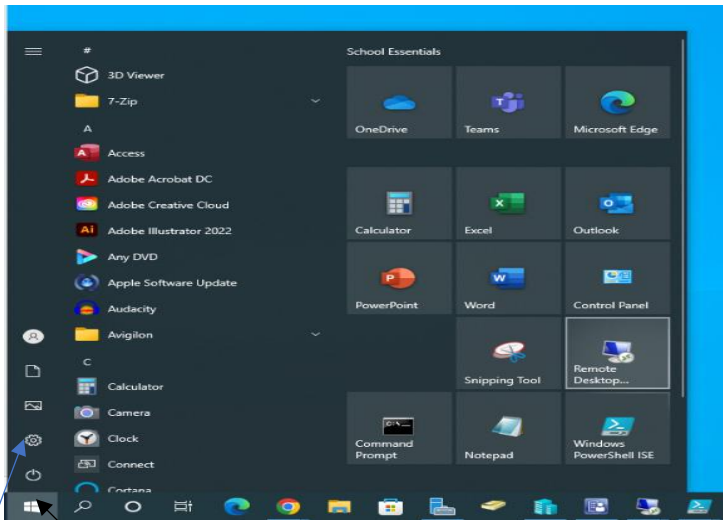# Setting printer as default
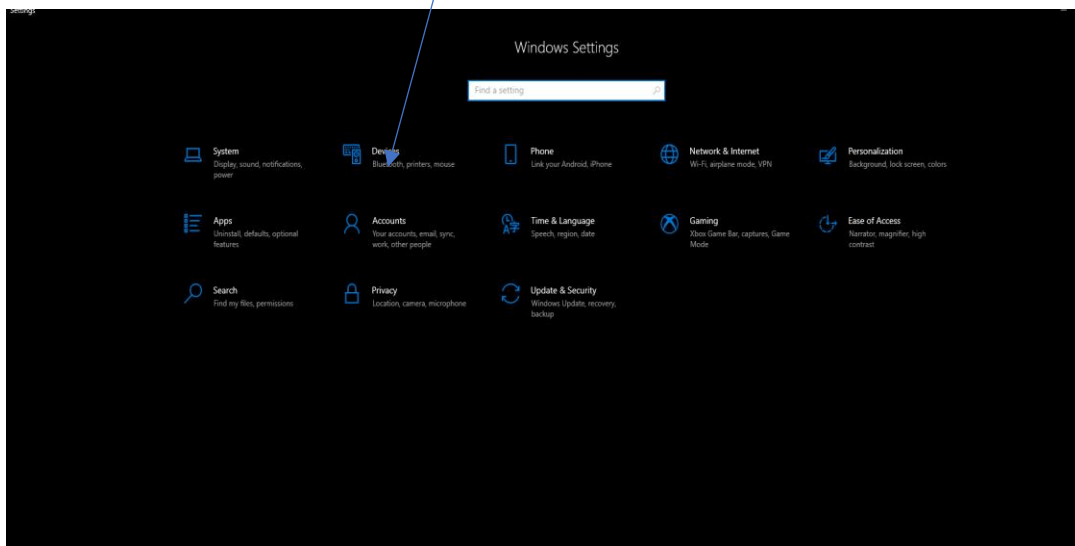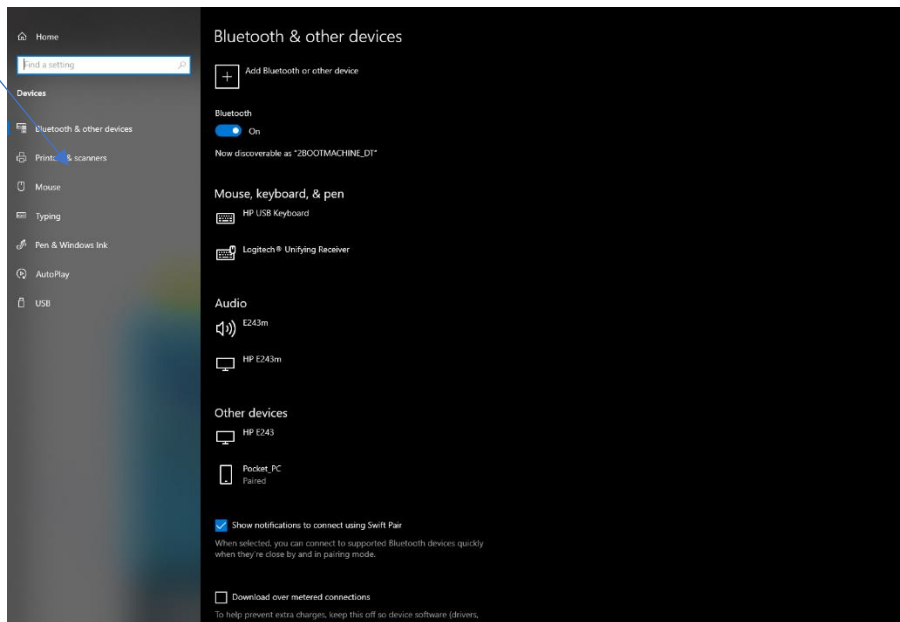
1. Go to bottom left hand corner of screen and click the start menu, then click the settings wheel. (as shown below)
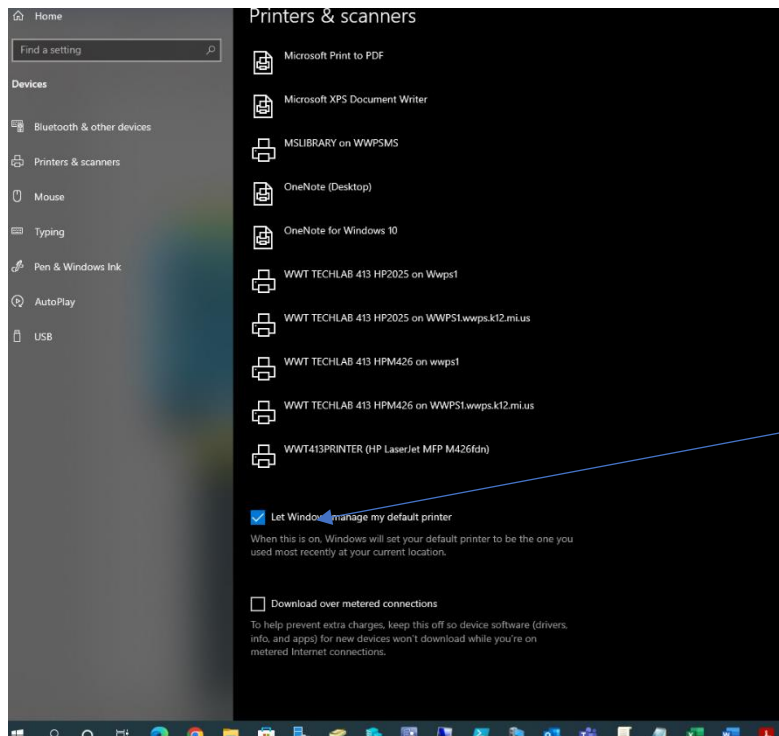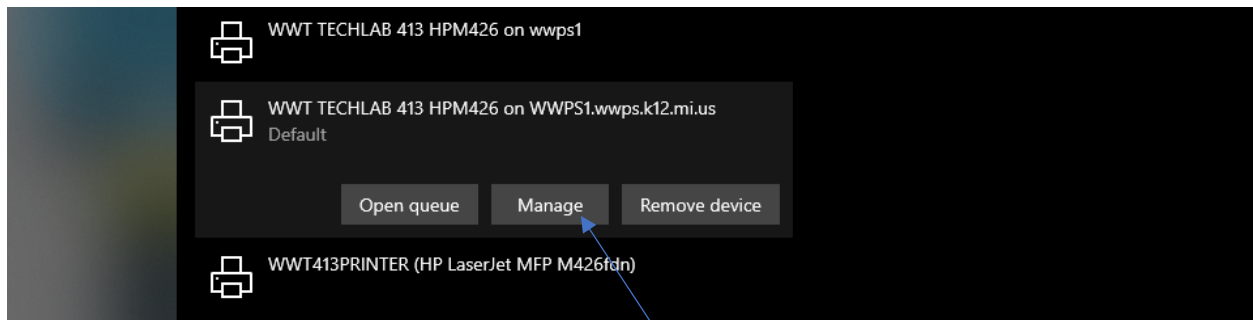

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2. Click devices.

3. Click printers and scanners

4. If "Let Windows manage my default printer is checked", uncheck it.

Then click on the printer you want as your default and then click manage.

6. The last step is to click set as default and your all set.