Hello Members,

I am hoping some of you will send in suggestions for the topic of weekly newsletter. Today let's talk about printers. Maybe some of you have two printers one here in TE and another at a second address. If so that probably means one printer is inactive for a few months of the year. So here are some tips to keep your inkjet cartridges from jamming up your printer, and/or having to purchase a replacement.

- 1. Never let a cartridge run out of ink completely. Your inkjet will burn out if it continues to fire while the supply of ink is cut off. Always have a replacement cartridge on hand. If the cartridge is showing 'empty,' have it refilled or replaced immediately.
- 2. The cartridge cannot be stored for an indefinite period. To extend the life of a printer cartridge store upright in refrigerator.
- 3. When lines and/or missing dots form on your text or graphics, it's time to clean the print head. Do not touch the copper plate on the print head with your fingers. Use the printers cleaning cycle (refer to your printer manual.
- 4. Do not leave the cartridge in a hot car. This causes the ink to expand and leak.
- 5. Keep color cartridges upright. The colors will cross contaminate if left on its side.
- 6. After installing a new or refilled cartridge, print at least 2 test pages to settle the new cartridge.
- 7. Many cartridges will not reset the ink volume counter. This will not affect the quality or print count.
- 8. If ink leaks out of cartridge use alcohol and lint free cloth to gently wipe ink off before inserting in printer.

Hope this was useful.

Karen Harker, Secretary