Process for printing Elections maps:

The pdfs are in this location:

S:\intradept\Staff\maps and publications\Elections Maps for Plotter

1. Once pdf map is open, click File 🡪 Print
2. Choose the printer from the drop down menu: **PEDJ02**
3. Click Properties next to the printer drop down menu
4. On the Paper/Quality tab, go to the Document size and click the drop down menu
5. Click “more….” And then choose size **D**
6. On the Features tab, under Roll Options on the bottom right, check the box for **Autorotate** and then click OK
7. Under Page Sizing & Handling click **Fit**
8. Orientation should be Portrait
9. Click Print





