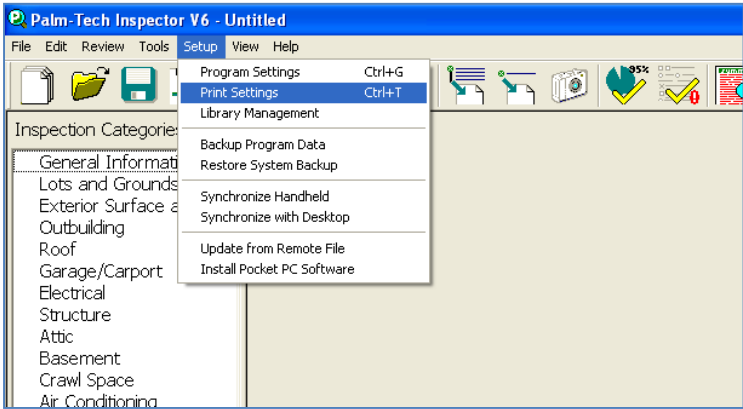


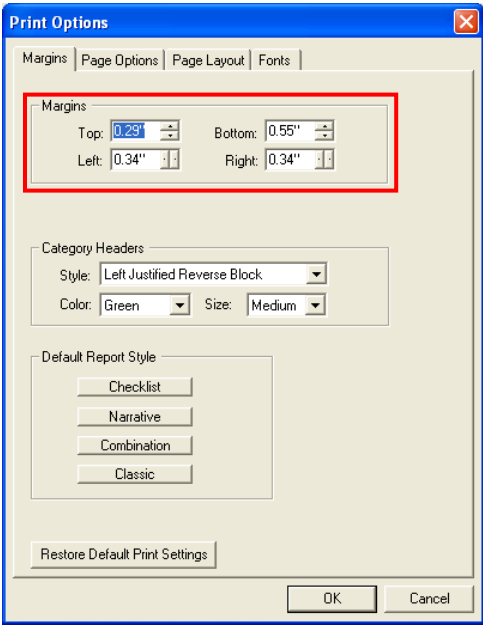
Some inspectors like to insert their inspections into a binder or print their reports on a certain letterhead, and so the margins need to be changed. When trying to do this, it is important to know how to work with the margins of your Palm-Tech report. This How To will walk you through how to adjust the margins to fit your report.

### Working with Margins

- 1. With an inspection open, click on Setup > Print Settings.



- 2. The Margins will be located at the top of the page.



- 3. Edit the Margins and click 'OK' when finished.