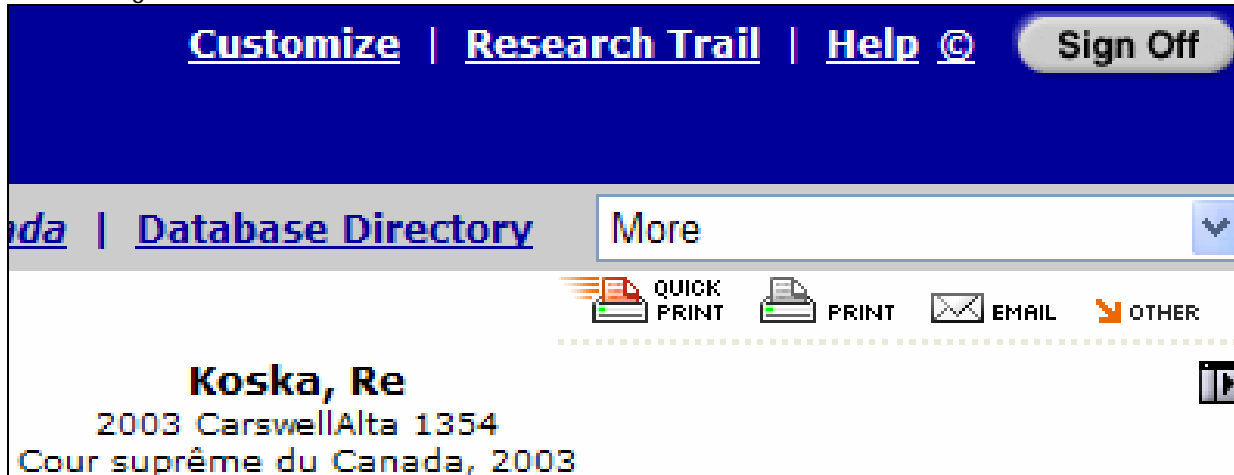


Date:	October 17, 2005
Subject:	New Print Icons

To make Print features more accessible and easier to use, new print icons have been added to the upper right corner of all documents. Please note that the Print button at the bottom of the right frame will no longer be available.



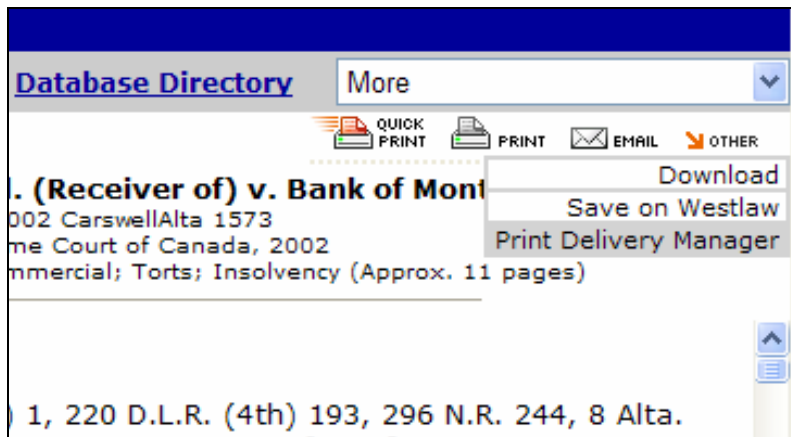
Each icon is activated by a single click.
The following icons have been added for your convenience:

Quick Print is also called "Two-click printing," this option skips the normal Print dialog box and sends the current document to an attached printer in HTML format. The user only needs to click once more to specify which printer the job should go to.

Print is equivalent to the old Attached Printer option. Clicking the icon will open the Print dialog box with Attached Printer as the pre-selected destination.

Email is the same as the previous Email option. Clicking the icon will open the Print dialog box with E-mail as the pre-selected destination.

Other is a drop down menu containing the remaining Print options. Clicking the icon will expand the drop down menu.



Download is the old Download to disk option which allows the user to save the document(s) to his/her hard drive. Clicking the icon will open the Print dialog box with Download to Disk as the pre-selected destination.

Save on Westlaw will store the document(s) on the system for future access via the Print Delivery Manager's Offline Print Directory.

Print Delivery Manager is the same as what is accessible from the More pull-down menu. It allows users to manage and reprint past print jobs as well as items saved to the Offline Print Directory.