Setting Print Margins for Shropshire FIT ICE

Open screening ICE in Edge with the following URL, this should open in compatibility mode:

https://gatesheadscreeningservices.ghnt.nhs.uk/icedesktop/



Right click on the desktop and select 'print preview'

From the toolbar click on page setup to display the page setup dialogue box. Ensure the margins are set to 19.05.

Page Setup	×
Paper Options Page Size: A4 (210 x 297 mm) Portrait Print Background Colors and Images Enable Shrink-to-Fit	Margins (millimeters) Image: Constraint of the second se
Headers and Footers Header:	Footer:
Title	✓ URL ✓
-Empty-	 ✓ -Empty- ✓
Page # of total pages	\checkmark Date in short format \checkmark
Change font	
	OK Cancel

Please ensure that the default paper size on your printer is set to A4, this can be done by selecting 'Manage' against the appropriate printer in 'Printers & Scanners' then 'Printing preferences'.

brother	series	Solutions	Cent
	Basic Advanced Print Profiles]	
A	Paper Size	Letter	•
	Orientation	Portrait O Landscape	
	Copies	1 🔁 🖸 Collate	
	Media Type	Plain Paper	•
	Resolution	600 dpi	-
Paper Size : Letter	Print Settings	Graphics	-
8 1/2 x 11 in (215.9 x 279.4 mm)		Manual Settings	
Media Type : Plain Paper	Multiple Page	Normal	
Resolution : 600 dpi	Page Order	Right, then Down	+
2-sided / Booklet : None	Border Line		
Scaling : Off Watermark : Off	2-sided / Booklet	None	-
		2-sided Settings(X)	
	Paper Source		_
	First Page	Auto Select	•
Print Preview	Other Pages	Same as First Page	•
			_
Add Profile(J)		Default	-

Within the 'printing preferences' dialogue box there should be an option to change the paper size, this may be set to 'Letter' or 'Legal', if so, change this to 'A4'.