Mariner Software

How can I specify advanced printing options when printing MacJournal entries?

Customer Service - 2015-03-23 - in MacJournal for Mac OS

How can I specify advanced printing options when printing MacJournal entries?

- The margins of a printed document.
- Metadata (such as Topic, Date, and Status) to print with the entry's content.
- Whether or not Page numbers are printed for entries.
- Whether or not custom backgrounds are printed with entries.

Which settings can I specify?

MacJournal provides a special set of settings for printing entries. These settings control how entries are printed to paper and exported to PDF. These are **advanced printing settings**.

Here is a list of the advanced printing settings that MacJournal provides:

- The margins of a printed document.
- Metadata (such as Topic, Date, and Status) to print with the entry's content.
- Whether or not Page numbers are printed for entries.
- Whether or not custom backgrounds are printed with entries.

Viewing Advanced Printing Options

The print dialog for most programs in Mac OS provide a basic print dialing and a set of advanced options. The basic print dialog allows you to select things like the printer you would like to print to and which preset you would like to use; advanced printing options allow you to specify additional options, such as the number of copies, a selection of pages to print, and (with color printers) color settings.

To display advanced printing options, follow these steps:

- **Under OS X 10.7 or newer**, click the Show Details button, at the bottom and toward the left-hand side of the print dialog.

Depending on the printer you are currently using, advanced printing options may provide settings for multiple topics (such as layout, color matching, and paper handling) to choose from; if one of the other options is currently selected, options for MacJournal might not be visible. You can select a topic with the pulldown menu that typical appears within a horizontal line, halfway down the print dialog.

How do I set page Margins?

Page margins are the unprinted areas that appear between the edge of the content (of your journal entry) and the edge of the page it is printed on.

Increasing the number in any of the boxes will increase the size of the margin (and decrease the printed area).

Decreasing the number in any of the boxes will decrease the size of the margin (and increase the printed area).

By default, all of the page margins are set to **1.00 in**.

How do I set which Metadata is printed with entries?

It is possible to specify **metadata** (statistical-, categorization-, or sorting information) with entries. This information will appear at the top of the first page of every entry.

It is possible to enable any of the following metadata fields to display with entries when they are printed:

- Date
- Topic
- Modification Date
- Tags
- Annotation
- Flagged status
- Status
- Priority
- Rating
- Mood
- Journal Name

To add a metadata field to be printed, select the corresponding name in the **Metadata** pulldown list in advanced printing options.

How do I enable printing page numbers?

It is possible to instruct MacJournal to print page numbers. MacJournal will print the current page number (out of the total number of pages available).

To instruct MacJournal to print page numbers, enable the option Print Page Numbers in advanced print settings.

How do I enable printing the backgrounds for entries?

To include a custom background you have selected for the entries you will be printing, enable the option "Print entry background."

Note: Printing the backgrounds for entries could cause print jobs to consume additional toner or ink and result in low-contrast printouts.