



An Integrated Approach to the Delivery of Community Health Services

QuikTip: Laptop Printing at Remote Sites

Due to the process used in the Early Intervention program, it may be convenient for EI laptop users to print from Cornerstone or Word Perfect at a remote site. *Please note that in order to print from your laptop, the printer to which you wish to print must be an HP LaserJet 4+ or later model and must be attached to the printer port on your laptop with a printer cable.)*

Cornerstone Laptop Printing at a Remote Site

Use the following instructions to print from Cornerstone to a printer at a remote site:

1. Attach the printer to your laptop via the 25-pin parallel port cable.
2. Connect the AC power cord to the power socket on the back of the laptop. Connect the other end of the AC power cord to a wall outlet.
3. Use 'lapstone' to log in to the laptop.
4. Your laptop is configured to print from Cornerstone to the printer. You do not need to change the printer set-up. Simply print as normal.

Word Perfect Laptop Printing at a Remote Site

Use the following instructions to print from Word Perfect to a printer at a remote site:

1. Complete steps 1 and 2 of "Cornerstone Laptop Printing at a Remote Site".
2. Access Word Perfect as normal.
3. In order to print, you will need to change Word Perfect's printer set-up.
4. Under 'File', select the 'Print' option.
5. In the 'Current Printer' window, use the pull-down menu to select 'Local HP'.
6. Click on 'OK' to print your document.

If you have any questions regarding printing, contact the Cornerstone Call Center® at 1-877-447-4221.