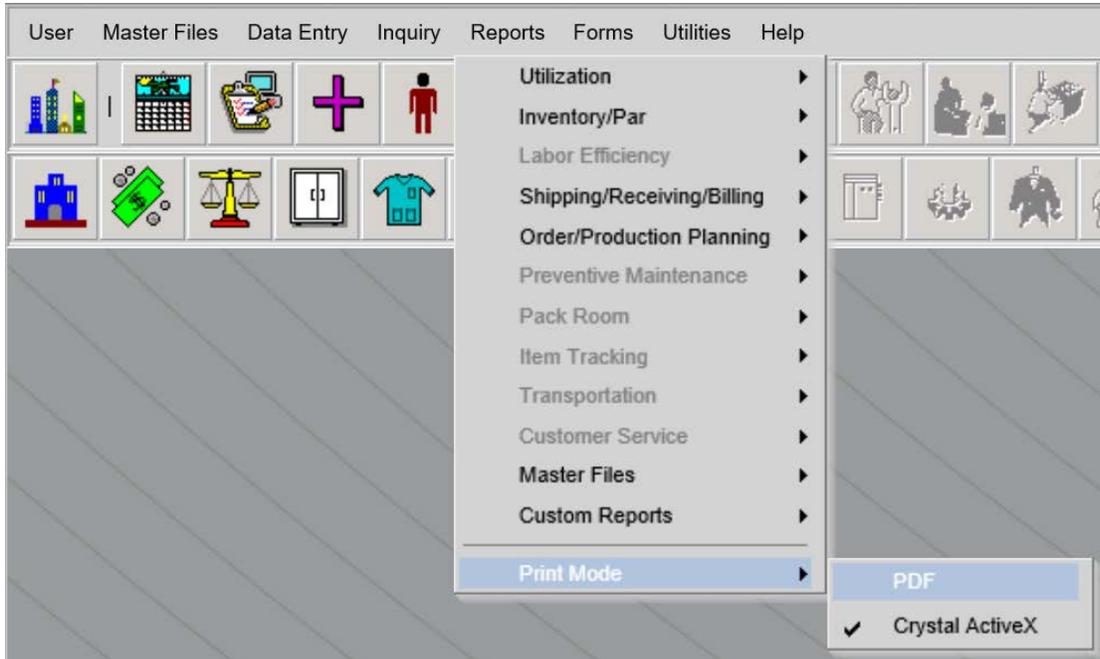


**Change Print Mode (required if use of ActiveX controls are disabled or blocked)**

**NOTE:** Not required for Chrome Browser

In ControlTex go to Reports > Print Mode > select PDF

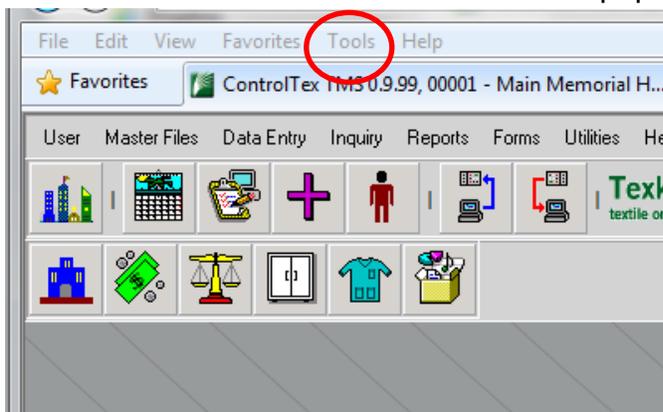


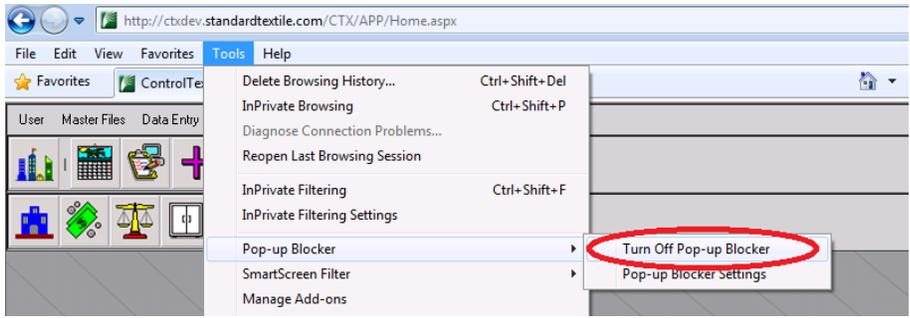
**Set Pop-Up Blocker for Internet Explorer if desired to Print Copy of Order:**

In the Browser select “Tools” then “Pop-up Blocker” – Select “Turn Off Pop-up Blocker”

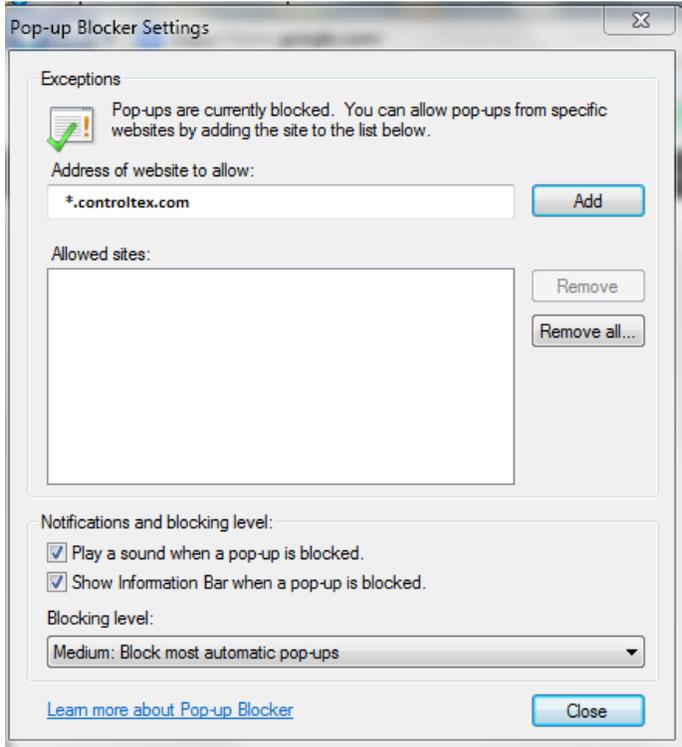
Note: if it says “Turn On Pop-up Blocker” it is already off.

Also note there may be other “Pop-up” blockers on a system. Apps such as Google Toolbar and/or Yahoo will often download pop-up blockers that must also be turned off.



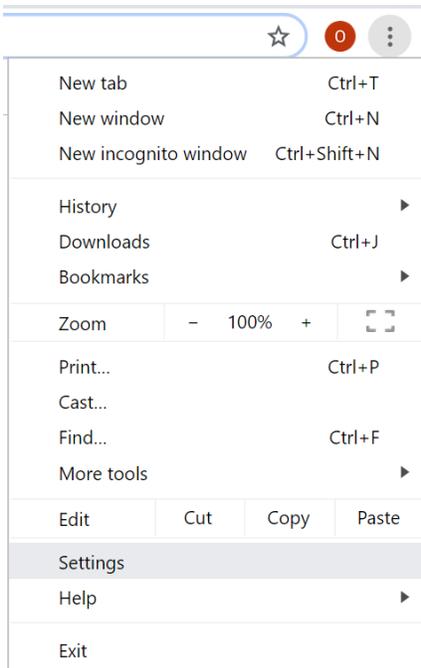


NOTE: Pop-up Blocker Settings can also be used in case turning off the Pop-up Blocker is not an option. Type in \*.controltex.com then select the “Add” button.

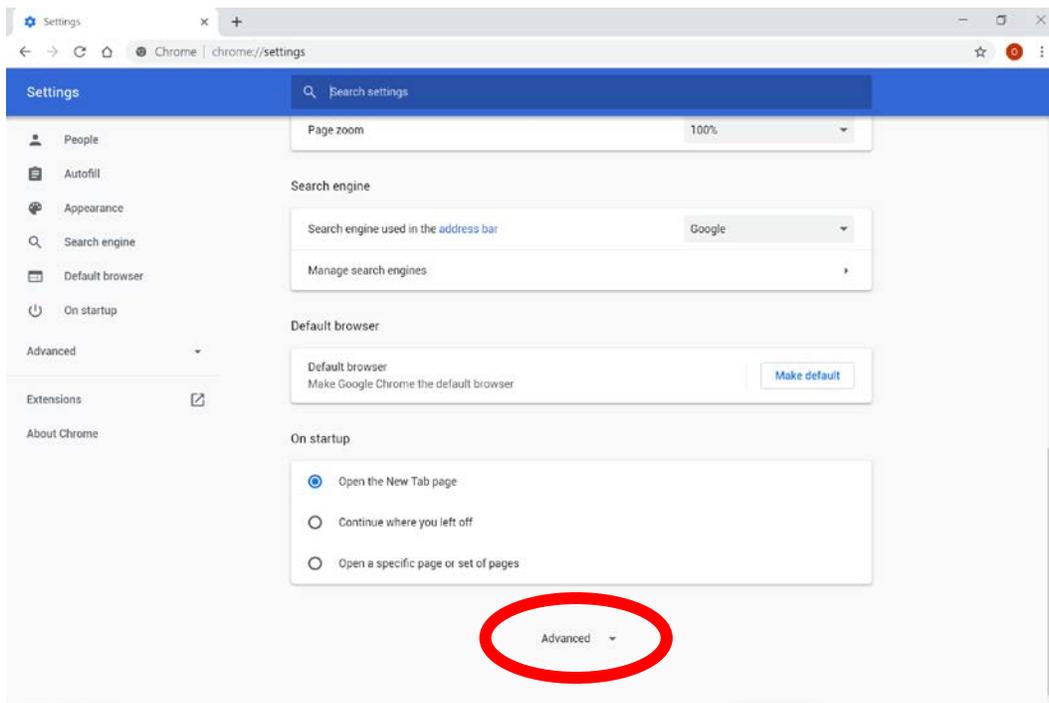


## Set Pop-Up Blocker for Chrome if desired to Print Copy of Order:

Click three vertical dots in upper right corner, select Settings



Scroll to bottom and click Advanced



## Select Site Settings

Site Settings  
Control what information websites can use and what content they can show you

## Select Pop-ups and redirects

 Pop-ups and redirects  
Blocked

## Add these to the Allow section

Allow

Add



http://ctxcloud.controltex.com:80



[\*].controltex.com



Then close the Settings tab