# CLICK 2 POSTER

Print any size Poster

**For Windows 2000/XP/2003/Vista**



**Blue Squirrel**
**www.bluesquirrel.com**
**686 E. 8400 South, Sandy UT 84070**

# Click2Poster

**Special thanks to:**

*Blue Squirrel Software would like to acknowledge all of the Blue Squirrel staff (Web and Product Development, Sales, Customer Service, Technical Support, and Marketing) that made this program possible.*

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# 1 Introduction to Click2Poster

Click2Poster works similar to a Print Driver, and you can access the Click2Poster Printer from a standard Print dialog in any program.

Click2Poster takes what you print from your application – exactly what would print if you were not using Click2Poster – and enlarges
and rearranges the pages to fit the poster or banner size you choose.

Click2Poster does not change any formatting done by the application program. Each page is preserved exactly as the application
sent it, including margins, page numbering, headers/footers, and all paragraph formatting – everything.

Click2Poster only works with Windows XP, 2000, 2003.

## 1.1 Getting Started
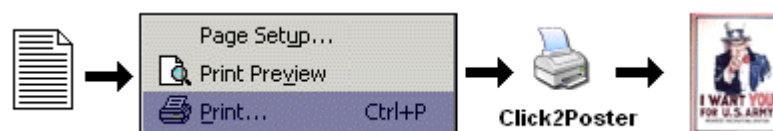
Creating a poster or banner is very easy.  Simply design your poster or banner in any desired program such as Microsoft Word, Paint, PowerPoint, CorelDRAW, Adobe Photoshop, etc. Use any text or images you like, and Click2Poster will print your banner or poster in any size you choose.

1. Design your poster or banner in any application.
2. Choose *File->Print* from the software and choose the Click2Poster *Printer*.
3. Click2Poster will open and you can choose the size of poster or banner you would like to print.
4. Press the PRINT button in Click2Poster, and your pages will appear on the printer.
5. Assemble the poster.

## 1.2 Unlimited Poster and Banner Options

When you use Click2Poster the possibilities are unlimited.

You can print any size of poster or banner you wish. Here are some of the top uses we have collected from customers.

**TOP USES:**
Advertise school programs
- Dances
- Proms
- Fund Raisers
- Sporting Events
- Elections

Political signs
- National
- State
- Community
- School

Promote your business
- Grand Opening
- Lunch Special
- Closeout
- Huge Discounts
- One Day Only Sale
- Dinner Special
- Lemonade $1
- Under New Management

Personal Sales for Cars, Houses, Boats, etc.
- For Sale
- For Rent
- Open House
- Garage Sale
- Yard Sale

Family and Friends
- Welcome Home
- Happy Anniversary Dear
- Congratulations
- Happy Birthday

Team Spirit
- Go Yankee's
- Go Lions (3 time state champs)

Seasonal Greetings
- Merry Christmas
- Happy New Year
- Happy Halloween
- Haunted House

When making posters you can use regular paper with tape, or spray-on adhesive. We also have a waterproofing spray you can use to hang posters outdoors. Some other options are to use our removable adhesive paper, magnetic "paper", adhesive transparencies and much, much more.

**Some other ideas:**
- Make large window signs using adhesive printable transparencies which stick to store windows. Use the mirror option if you are sticking them on the inside of the window. The mirror option is under *Layouts->Modify Layout* after you've printed to the "Click2Poster Printer" and chosen your poster or banner size.
- Use spray-on adhesive to hold regular paper onto a window, or any smooth surface. The software lets you make a banner or poster of any size.
- You can use your favorite program to create posters, i.e. Paint, Word, PowerPoint, WordPerfect, CorelDRAW, Photoshop, or any graphics program.

- Use spray-on waterproof protectant to make temporary outdoor signs.
- Visit http://openclipart.org/ to find clip art that you can freely use for your projects.
- Get a banner blank and use printable adhesive transparencies to make large colorful banners.
- Make signs with a price that can be changed on-the-fly.  The removable adhesive paper makes this possible for the first time ever.  Imagine a sign that can be modified throughout the day depending on the traffic.  A $5 car wash becomes a $3 car wash when times are slow and a $7 car wash when you can't keep up with the demand.
- Use the banner blank to hang a sign, and then make more signs to put in the window or on the side of your business.
- Get printable magnetic "paper" and make signs for your truck, van or car.
- Have a large flat smooth outdoor surface?  Get the waterproof printable permanent adhesive paper and make your own billboard.  Make the sign as large as you need.  We've tested it beyond billboard size.
- Use iron-on paper and transfer onto a large cloth sign.  The mirror option is under *Layouts->Modify Layout* after you've printed to the "Click2PosterPrinter" and chosen your sign size.
- Another option if you want to hang your sign outdoors is to print the pages on waterproof paper. Requires a Laser printer.

## 1.3     Printing a Poster

Please follow these steps to print a poster.

1. The first step is to design your poster so you will need to open one of your favorite programs, such as Microsoft Word, Paint, PowerPoint, CorelDRAW, Adobe Photoshop, etc. and input text, graphics, charts, and any other information you want to appear on your poster. When you are finished open the print dialog, commonly found by going to File > Pirnt.
2. In the design applications print dialog choose the Click2Poster printer. Click2Poster will appear with your computer file.
3. Choose the Category from the drop down.
4. Choose the size in the Layout drop down.
5. Press the Print button on the menu bar.
6. Your pages are sent to the printer.
7. Follow the x, y coordinates located in the top/left corner of each page to assemble the poster.

Another option is to use the Poster Wizard. Where you will simply choose the size of your poster or banner, and Click2Poster will automatically determine the pages needed to create your sign.

1. Follow steps 1 through 3 above.
2. In Click2Poster choose the Wizard button  on the Menu bar.
3. The Poster Wizard dialog pops up on your screen.
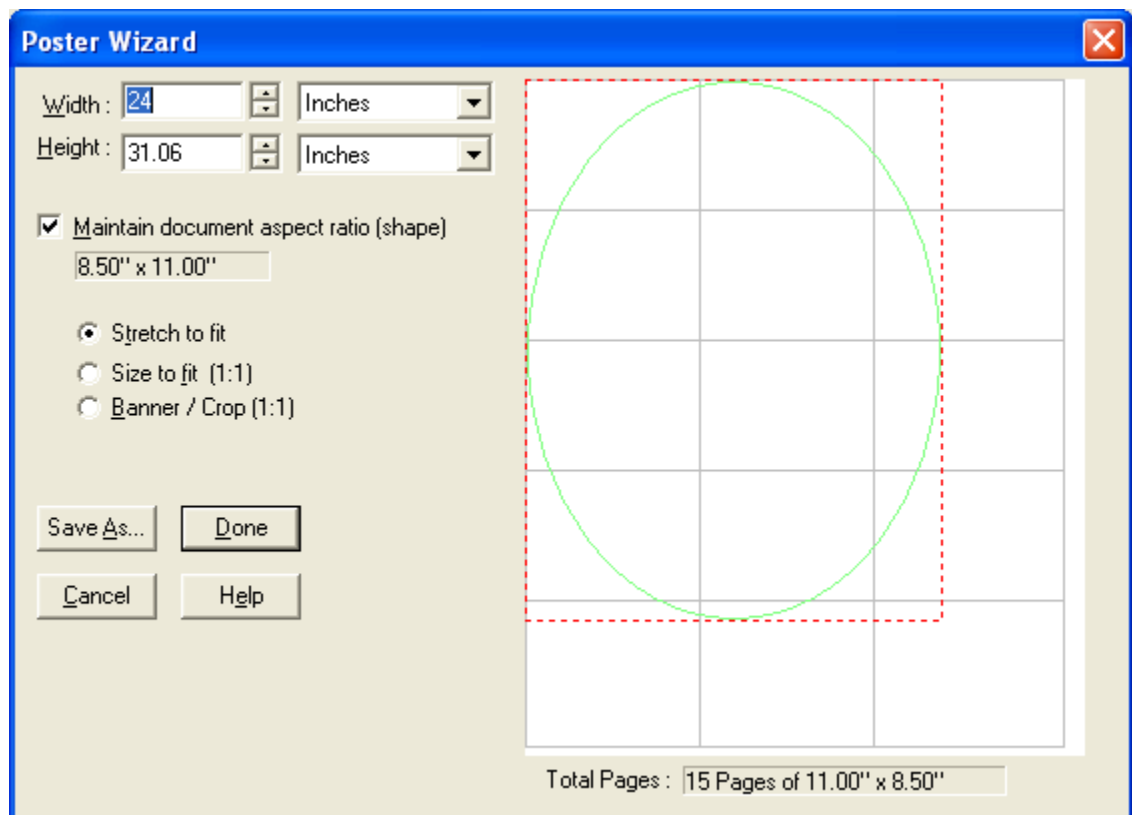
4.    Enter the dimensions of your poster. You can choose from inches, feet, centimeters, meters, or pages.
5.    Mark the check box for **Maintain document aspect ration (shape)**. By selecting this option you can change Width OR Height and the other one will be calculated for you to keep the poster the same shape as the source document.  If you haven't printed a document to Click2Poster yet, it will keep the same shape as your default paper setting.  Using this option will make it so it does not matter whether you choose *Stretch to fit*, *Size to fit (1:1)* or *Crop/Banner*.
6.    Choose a scaling radio button:
- **Stretch to fit** will stretch your source document to fit the poster size.  Photos may not look right if stretched too much.  Stretched letters usually look fine unless stretched too much.
- **Size to fit (1:1)** - will make your document fit and not be stretched.  Click2Poster will center the document if you have made the poster size too wide or too tall.  This is a good option if you have photographs.
- **Banner / Crop (1:1)** - will make your document fit in one direction only, and crop off the rest if the poster/banner is not the same shape as the source document. Note: A banner is a just a really wide, or really tall poster.  If you want to do a banner, you should choose Crop/Banner and only the top part of your document will be printed.  In your application (like Microsoft Word), you would put your words like "Congratulations to Johnny on making straight A's" at the top of the Word document.  The bottom part of the Word document will be "Cropped" off and not printed on the banner.
7.    *Save As...* allows you to save your custom poster size as a new layout.
8.    Press Done to apply changes to your poster and close the wizard.
9.    Press Print on the menu bar to send your poster to the printer.

## 1.4 Printing a Banner

You can use Click2Poster to create a banner of any size (Windows XP, 2000, 2003 only). And you can use your favorite program to make the banner.

Our example uses Microsoft Word, but you can also use WordPad which comes with Windows, or any other Windows program.

The key to creating a banner in Click2Poster is to make your text go all the way across the paper in your source document. The easiest way to do this is to increase the font size until you've gone across the paper. You should set the paper margins to 1/4 inch in Page Setup... in Microsoft Word to make sure you go all the way across the paper.

You can also make tall banners. Have the text go down the left side of the page from top to bottom.

You are not limited to one line of text for your banners. Just make sure the longest line goes all the way across the page. Also make sure you put your text at the very top of the page.

**Steps:**
1.  Print your document to Click2Poster
2.  Choose the Poster Wizard
3.  Choose *Crop/Banner (1:1)* from in the Poster Wizard
4.  Choose how wide you want your banner, and how tall you want your banner

Tip: When choosing how wide and how high you want your banner, keep in mind the shape of your banner. In the example above, you might make it 6 feet long and 1 foot high to keep the right shape. Or 12 ft x 24" also works. But 12 ft x 15" is not the right shape and does not work. See the examples below. The width will always fit. You should adjust the height of the banner to make sure you don't chop off the bottom of your text.

6 ft x 12"   (RIGHT)

12 ft x 24"   (RIGHT)

12 ft x 15"  (WRONG)

**Tip:** Center your text at the top of the page, and then increase the font until your text goes edge-to-edge.

## 1.5 Assembling a Poster or Banner

Click2Poster makes poster creation easy (Windows XP, 2000, 2003 only).

**Steps:**

1.  Print your document to Click2Poster
2.  Choose the Category and Layout size of your sign.
3.  Click Settings on the Menu bar, and the Settings dialog appears. Mark check boxes for instructions that you want printed along with your sign. Press OK to save changes.
    *   Print Assembly Instructions - Click2Poster prints an instruction sheet with details to piece together your sign.
    *   Print Poster edge marks - prints a small cross ┼ to show you where the absolute edge of the poster is located.

- Print page cut marks - prints a dotted line ⋮ in the corners of your poster so you know exactly where to cut the poster.
- Print Poster assembly number - prints a tile number or x, y coordinates to help you piece your sign together in the correct order.
- Overlap: - type in or use the arrows to define how much of an overlap you would like printed. Measured by inches. Overlap provides you with extra cutting room so you can use scissors or a trimmer to make the poster and your cuts do not have to be perfect.

**Settings**

Poster

☐ Print assembly instructions.

☑ Print poster edge marks.

☑ Print page cut marks.

☑ Print poster assembly number (top,left corner).
  - ⦿ As x,y coordinants
  - ○ As a tile number

Overlap : 1.00 "

[ OK ]  [ Cancel ]  [ Help ]
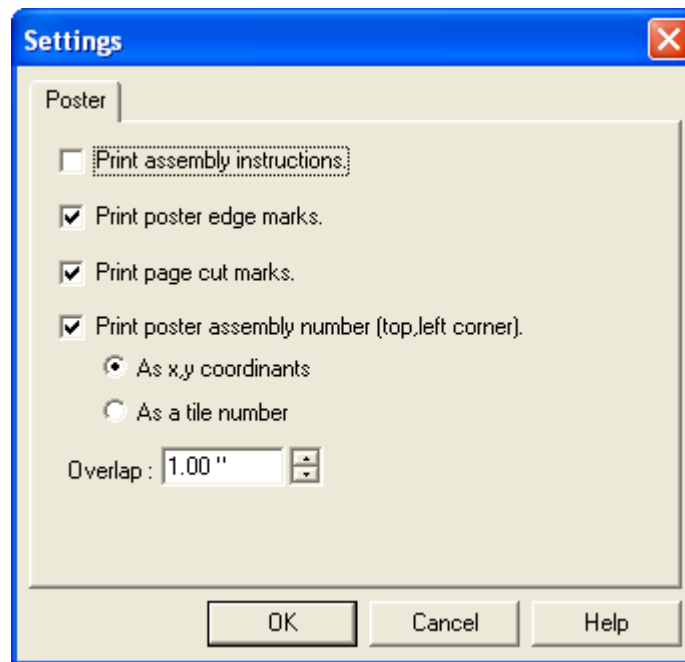
4. Hit print from Click2Poster to print to your printer.
5. Once you've printed your poster you will have a stack of paper. Click2Poster has been designed so that you should be able to take the stack and lay the pages out from left-to-right and then top-to-bottom, the same way that you read a book.

6. We suggest that you trim off the excess white space. The white space is because of the non-printable area of most printers. Once you trim off the white space, you can line up each page with its previous page and tape it together. Here are some options for fastening the pages together:

- Staples
- Tape
- Glue onto poster board
- Staple directly to a wall or bulletin board
- Spray on Adhesive - http://www.bluesquirrel.com/cart/cart.asp?P=ADHESIVE

**Trimming Hints:**
We recommend using a trimmer or trim ruler to cut pages. You do not have to trim every side of every page because you can overlap the pages. Trim off the nonprintable area from the edge of the paper. This is usually 1/4 inch or 7 millimeters. The pages are printed so that there is some overlap. This overlap helps you line up the pages. By default, there is a one inch overlap for each poster page. The non-printable area takes up some of that one inch overlap, and should be trimmed off. If you don't want any overlap, trim off exactly one inch from the left side of each page (except the pages in the first column), and one inch from the top (except the pages on the first row).

## 1.6    Helpful Tips

These tips will help you get the most out of Click2Poster.

If you are applying a poster or banner to a Vinyl sign, post board, or card board here are some options to consider:

- If you are using the Removable Adhesive Paper and applying the sheets to a vinyl sign it is best to do it at room temp. The vinyl tends to stiffen when it gets cold, and the paper has a tendency to curl when they are repositioned in cold places.
  - The adhesive sheets are easier to work with on the hem side (where sides are folded over) of a Vinyl sign.
  - The sheets are easier to remove and reposition on the hem side of a vinyl banner.

- The sheets stick more on the flat side of a vinyl banner.
- A flat hard surface is best to work on when applying poster or banner sheets to a backing.
- We recommend using a Trimmer or Trim Ruler to cut the edges of paper.
- When weatherproofing your poster or banner, spray the pages with the waterproofing spray before you put the pages together.  This will keep the page corners from peeling.
- Another method of weatherproofing is to use wide clear packing tape.  Tape from end to end.  Start at the bottom and work your way up to layer the tape like shingles on a roof.  Overlap each tape strip by about 1/8".
- If you want to hang your sign outdoors, you can print the pages on waterproof paper. Requires a Laser printer.
- To assemble your poster or banner more easily use the Settings dialog on the tool bar to turn on cut marks, edge marks, assembly number, print assembly instructions, and define the amount of overlap.
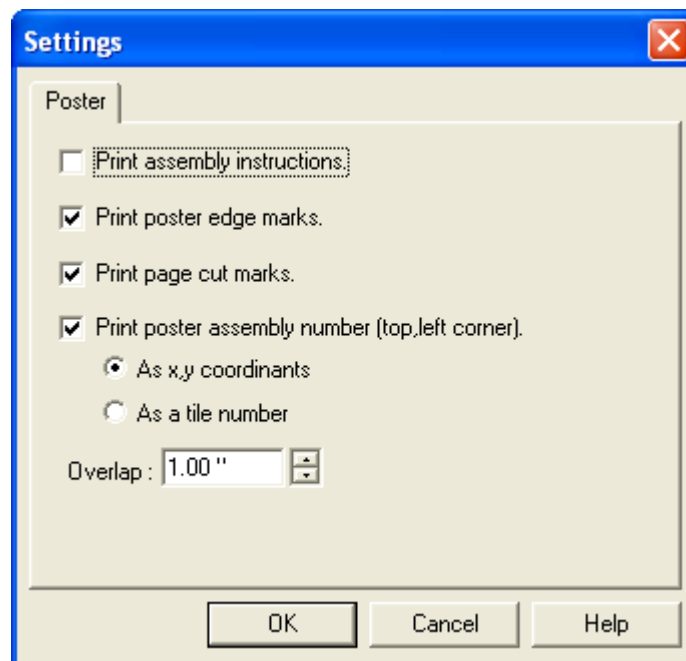


- If you run into any problems during the printing process and only need to print one or two pages of the poster click the Sheet Selection button on the Print Preview screen to reprint a specific page. Enter the row and column number for the page you wish to print and press OK. Your job is sent to the printer.
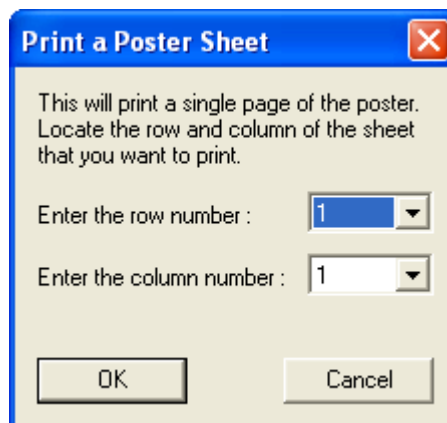
- If you have multiple printers and want to change which printer prints your poster or banner from the menu bar go to File, Print. The Print dialog will open where you can specify which printer you want to print. Press Print to send the print job to the printer.
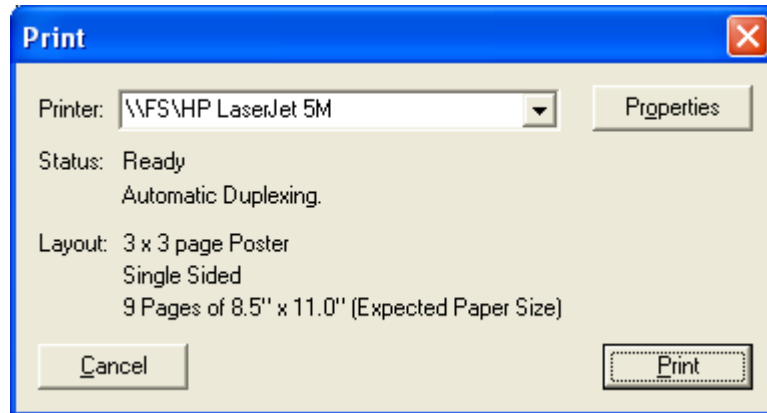
## 1.7 Ordering Supplies

The Click2Poster Software allows you to make unlimited posters and banners.

## Supplies (click to order):

- 6 ft. x 2 ft Banner Blank.  http://www.bluesquirrel.com/cart/cart.asp?P=BANNER
- Removable Adhesive Paper (100 sheets) - http://www.bluesquirrel.com/cart/cart.asp?P=VBK
- Outdoor weatherproofing spray - http://www.bluesquirrel.com/cart/cart.asp?P=KRO
- Spray on Adhesive - http://www.bluesquirrel.com/cart/cart.asp?P=ADHESIVE
- Waterproof paper (200 Sheets) Laser printer only-
  http://www.bluesquirrel.com/cart/cart.asp?P=RR200.
- Dahle 507 Hobby Trimmer - http://www.bluesquirrel.com/cart/cart.asp?p=TRIMMER
  - The Dahle 507 hobby trimmer gives you the versatility you need to cut up to 5 pieces of paper or photographs from 2 inches to 12-1/2 inches in length. The trimmer is compact (table size 17" x 8-1/4"), and only weighs 3 lbs. so it's easy to take with you anywhere. Plus The rotary blade is self-sharpening due to its cutting action against the lower blade, so there's no need to purchase additional blades.
- Dahle 360 Trim Ruler - http://www.bluesquirrel.com/cart/cart.asp?p=RULER
  - The Dahle Trim Ruler is a perfect addition to making a poster. It includes 3 interchangeable cutting heads that allow for straight, wavy and perforated cuts. The 360 Trim Ruler is Lightweight, portable, allows you to cut up to 13" in length, and comes complete with a cutting mat.

**Dahle 507 Hobby Trimmer**          **Dahle 360 Trim Ruler**

**To speak with a Blue Squirrel customer service representative please call 800-403-0925.**

To order the following items we recommend PaperDirect - 800-272-7377, or
Adirondack Paper Management, Inc. -  315-845-1620.
- Iron-on paper.
- Waterproof printable permanent adhesive paper.
- Printable magnetic paper.

# 2      Installation

The installation setup program for Windows is called Click2PosterSetup.exe. You must run the setup program to install Click2Poster to your hard disk.  So that you know what to expect, here's a summary of what the setup program does:

- Copies the Click2Poster System files to your hard disk.
- Creates a Click2Poster program group and icons.
- Once it's finished installing Click2Poster launches the Add Printer dialog where you'll setup a Click2Poster Printer driver on your system.
- At the end of the installation process Click2Poster presents you with the option to view the README.RTF.  We recommend looking this document over because it contains more information about Click2Poster, and any changes that are made.
- When you first start the Click2Poster program the InstantX registration dialog box will appear.  To fully register your copy of Click2Poster please fill out the form, and send it electronically.  If you don't register Click2Poster the InstantX dialog box will pop up each time you run the program.  Once you have registered, you'll see your License Key code in the About Click2Poster box.

## 2.1     Run the Setup Program

To Run the Setup Program:

1. If you have Click2Poster on a CD insert the CD into an appropriate drive. Or if your copy of Click2Poster is a zipped (*.ZIP) or
self-extracting executable (*.EXE) file, copy it into an empty folder. Double-click or use a zip manager to expand the file.
You can obtain a copy of the self-extracting executable from our Web site:
http://www.bluesquirrel.com/download/Click2PosterSetup.exe..
2. If you have the Blue Squirrel Installation CD, its AutoStart function will load the CD and present you with an opening screen.
To start the installation process, click on the picture of the Click2Poster  box.
3. If you have the Click2Poster program in another format, click the Windows Start button, choose Settings, and the Control
Panel. Double-click Add/Remove Programs. On the Install/Uninstall page, choose Install, and then Next. Use the Browse
button to navigate to the folder into which you copied or expanded your Click2Poster files and click Finish.
4. Follow the prompts on the next screens of the Install Wizard.
When the Setup program is completed, a Click2Poster Printer driver is added to your Windows

Printers list, and your printer(s) are setup to work with Click2Poster. You will need to enter registration information, and then you're ready to print with Click2Poster.

**System Requirements**
- Pentium 100 or faster machine
- 64+ MB of RAM
- 14 MB of free disk space
- Laser or InkJet printer
- Windows 2000/XP/2003

## 2.1.1 Registering Electronically

Make sure you have an active connection to the Internet so you can submit your registration online.



The first time you run Click2Poster, the InstantX Registration dialog box appears.  If the InstantX Registration dialog box does not appear you can access it by selecting Tools, and VIP Key... from the Click2Poster Menu Bar.

Enter in your customer information, and your VIP Key.  Then press the OK button to submit your information over the Internet.

Note: You must insert your VIP Key in the appropriate field of the Registration information screen to fully enable Click2Poster.  If you do not enter your VIP Key, your program will run as an evaluation copy that continually requests the VIP Key, and eventually expires.
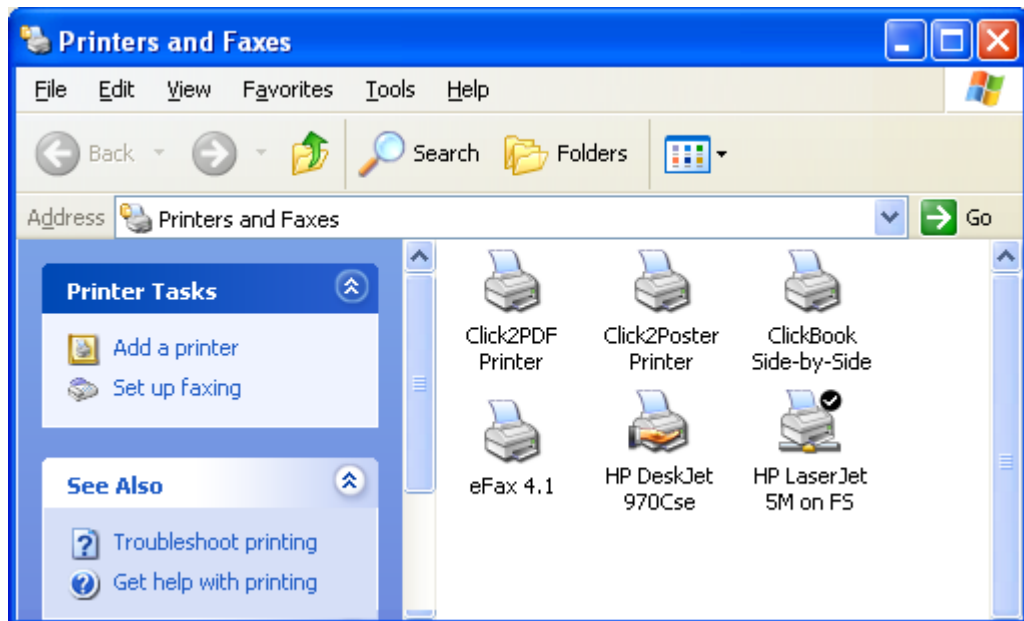
Users for whom the electronic registration does not work please register manually.

## 2.2 Automatic Printer Driver Setup

During the Installation Wizard you will see the Add Click2Poster Printer Driver dialog appear. Press OK to setup a single "Click2Poster Printer" on your system.
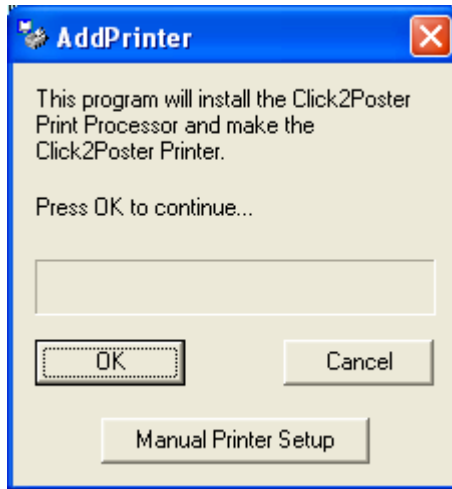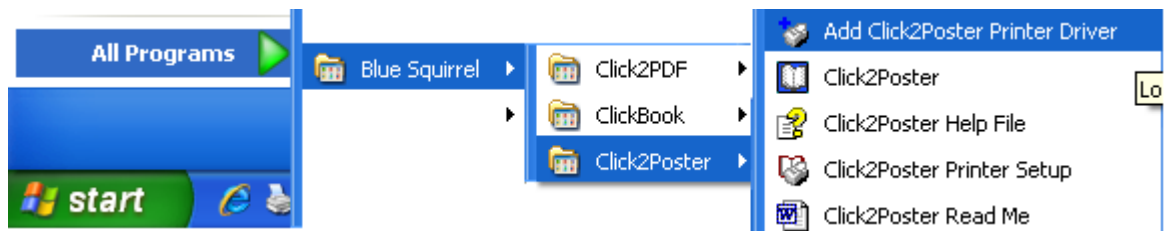
The Click2Poster printer is added to your Windows Printer list.

If the "Click2Poster Printer driver" is not set up on your system, follow these steps.

1. Go to your Windows Start button, select Programs, Blue Squirrel, Click2Poster, and Add Click2Poster Printer Driver.

2. The Add Driver dialog will appear, press OK. Now you have setup a "Click2Poster Printer", which will appear in most of your application programs on your computer.
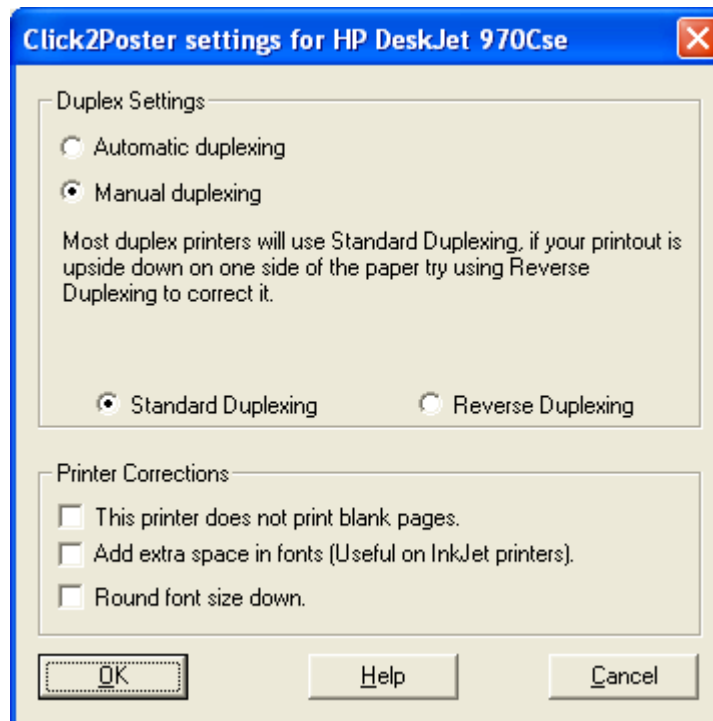
## 2.3     Printer Setup

Every printer that you use with Click2Poster must be set up.  When you install Click2Poster, the software sets up your printers automatically.
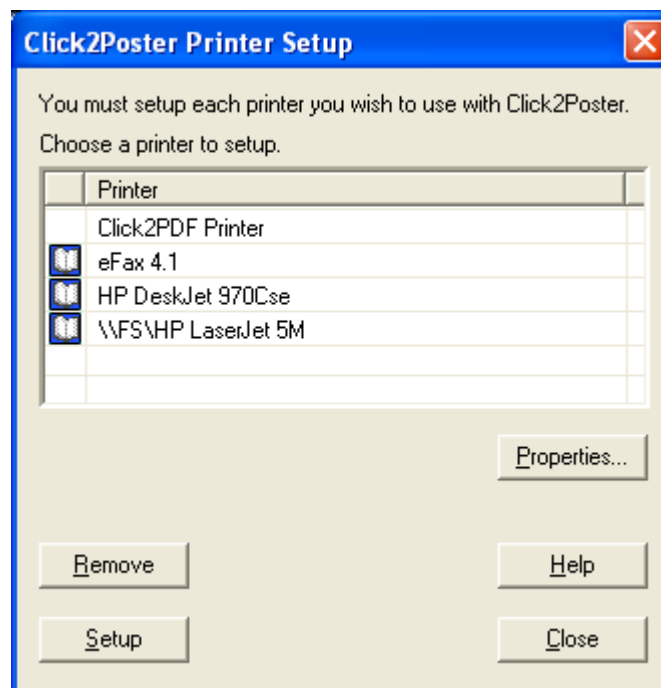


- The **book** icon  next to your printer is an indication that your printer is setup to work with Click2Poster.
- **Remove** - Press this button to remove a printer from Click2Poster.
- **Setup** - Press this button set up a printer to work with Click2Poster.
- **Properties**... - Set the unique properties of each printer.

Follow these steps to access Click2Poster's Printer Setup:

1. First, make sure that the printer is installed in your Windows system.
2. Open Click2Poster Printer Setup, which is found in the File menu, or click the Windows Start button, go to Programs, Blue Squirrel, and click on Click2Poster Printer Setup.
3. Click Setup to add a printer to work with Click2Poster or click Remove to disable a printer.
4. Select Properties to adjust printer settings.

5.  Click Close to exit the Printer Setup dialog.

## 2.4    Click2Poster's Main Screen

Click2Poster's main window is divided into four separate parts: Menu bar , Toolbar , Status bar, and
Print Preview.

*   The Menu Bar offers access to commands organized into menus.
*   Toolbar offers one-click access to the most commonly used commands.
*   Print Preview provides an idea of what the document will look like when it is printed for the chosen
    layout.
*   Status Bar displays the poster size, paper size, and total pages.
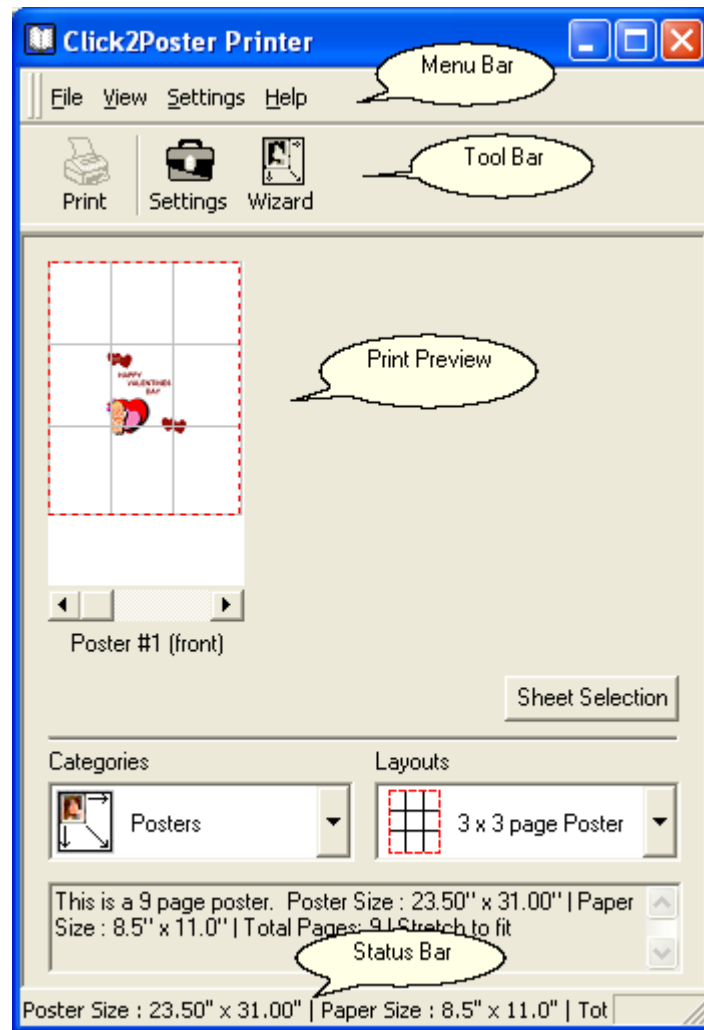
## 2.4.1    Menu Bar

- **Menu Bar**   File  View  Settings  Help
    - **File**
        - Print - opens the print dialog to send a poster to a printer.
        - Poster Wizard - launches the wizard where you can adjust poster settings, and create custom poster layouts.
        - Click2Poster Printer Setup - launches the printer setup dialog where you can add, remove, and adjust settings for your printer(s).
        - Exit - closes Click2Poster.
    - **View -** check or uncheck items to display on Click2Poster's main screen.
        - Status Bar - displays the poster size, and page size, and total pages.
        - Toolbar - displays icons for commonly used features.
        - Text Labels - lists a word for the corresponding icon on the Toolbar.
        - Tool Tips - displays a brief description for the item your mouse is waiving on.
        - Print Job Bar - displays the Print Job Bar where you can view which printer your poster is being sent to, set specific pages to print, and lists the computer file you wish to print as a poster or banner.

- · Preview - displays the Print Preview screen.
- · Layout Info - lists a brief description of the poster or banner in the print preview screen for the selected layout.
- · Stay On Top - places Click2Poster main screen on top of other programs you have open.
- · **Settings**
  - · Poster Settings - launches the Settings dialog where you can select to print assembly instructions, edge marks, cut marks, assembly tile number, and the overlap size.
  - · Purchase... - launches the Blue Squirrel Web Site and adds Click2Poster to your shopping cart.
  - · VIP Key - launches the InstantX dialog box where you can register and update Click2Poster.
  - · Update
    - · Update Now! - checks for a new version of Click2Poster, and allows you to download any updates.
    - · Undo Last Update - removes features that were recently downloaded.
    - · Settings - launches the InstantX dialog, and opens the InstantUpdate tab where you can adjust how frequently you want Click2Poster to check for new updates.
- · **Help**
  - · Help - launches the Click2Poster help file.
  - · Reset Click2Poster Printer - re-installs the Click2Poster print driver.
  - · Click2Poster Home Page - launches the Blue Squirrel Web Site.
  - · License Agreement - opens the End User License Agreement.
  - · Register... - opens the InstantX dialog where you can purchase, register, or update Click2Poster.
  - · Tip of the Day... - displays common uses, and directions to print posters and banners with Click2Poster.
  - · About Click2Poster - lists the version number, registration information, and contact information for Blue Squirrel.

### 2.4.2 Toolbar

Toolbar offers one-click access to commonly used commands.



- · Print - sends the poster to your printer.
- · Settings - launches the Settings dialog where you can select to print assembly instructions, edge marks, cut marks, assembly tile number, and the overlap size.
- · Wizard - launches the poster wizard where you can change the format of a poster layout or create a new layout.

### 2.4.3 Print Preview

Print Preview provides an idea of what the document will look like when it is printed for the chosen layout.
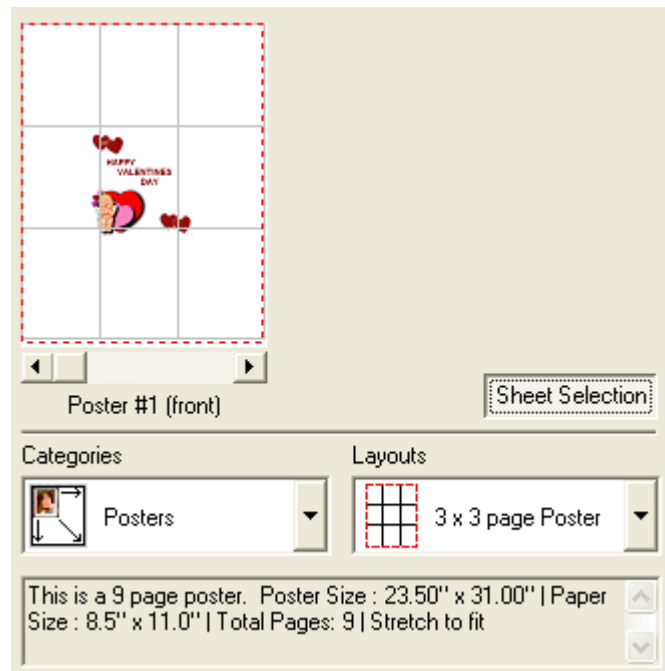
- **Zoom** - click your mouse on the poster to see an enlarged view. Right click to zoom out. Use the arrows to see specific pages of the poster.
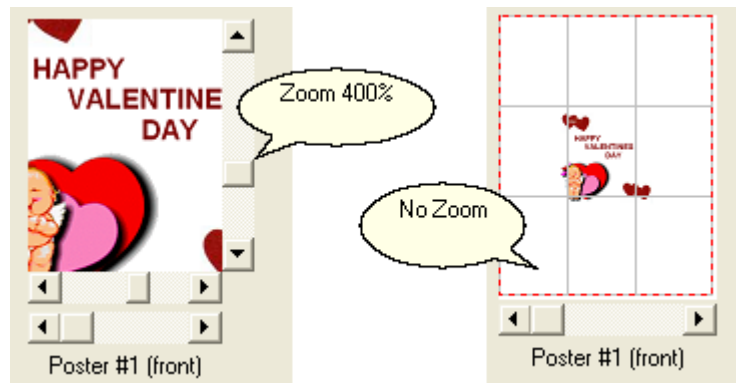


- **Sheet Selection** - Press this button to print a specific page of the poster. The Print a Poster Sheet dialog appears. You can choose which page you want to print and press OK to send the job to the printer, or Cancel to exit the dialog. Note: this comes in handy if you run into any difficulties with your printer.
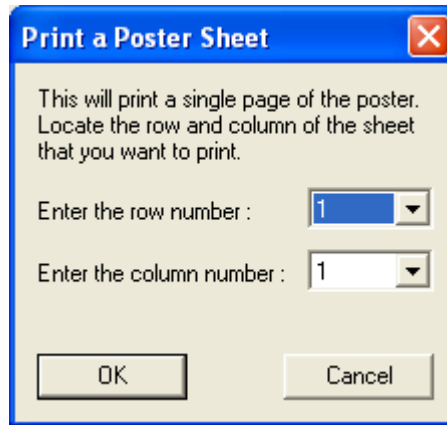
- **Categories** - from the drop down menu choose the style of sign you want to print, either Posers or Banners.
- **Layouts** - from the drop down menu choose the type of sign you want to print. 3x3, 4x4, landscape or portrait, etc.
- **Layout Info** - located under the categories and layouts you will see a brief description of the poster or banner for the selected layout.
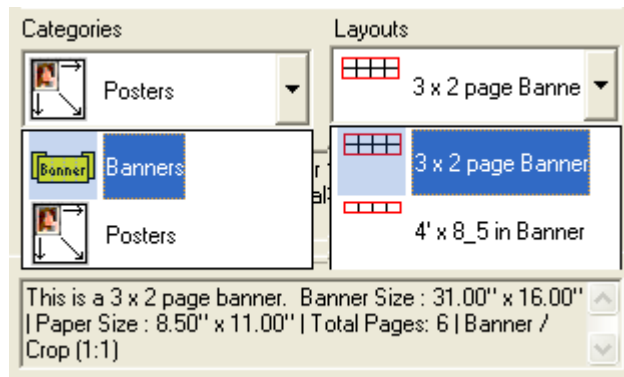


### 2.4.4    Status Bar

Status Bar displays the poster size, paper size, and total pages.



### 2.4.5    Print Job Bar

Print Job Bar - displays the Print Job Bar where you can view which printer your poster is being sent to, set specific pages to print, and lists the computer file you wish to print as a poster or banner. By default this part of the screen is turned off. To turn on the Print Job bar select View from the Menu Bar, and mark the check box for Print Job Bar. The Print Job Bar will appear next to the Print Preview on Click2Poster's main screen.
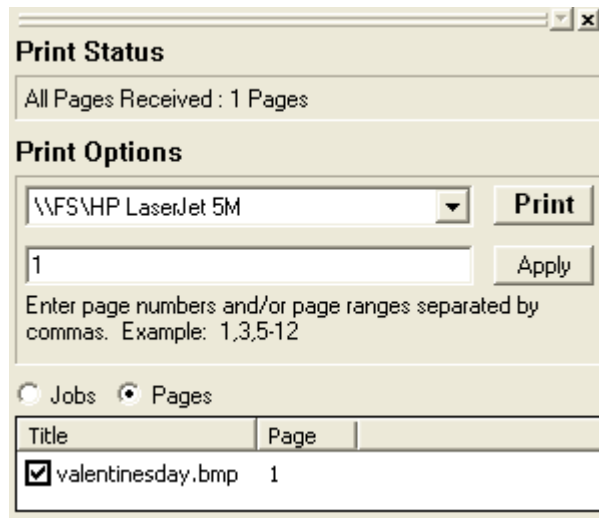
- Print Status lists the pages received.
- Print Options
  - Choose which printer you want to send the banner or poster to from the drop down menu.
  - Enter a number for specific pages of the sign you want to print.
  - Press Print to send your job to the printer.
  - Lists the computer file you want to print as a poster or banner. If you uncheck the box the computer file will not print.

## 2.5    Update Click2Poster

If you are connected to the Internet Click2Poster will automatically check for, and download available updates.  By default, Click2Poster will go online and check every 30 days.

To check for a new version, and download an update follow the steps below:

1. Open Click2Poster from the Microsoft Window's Start menu, select Programs, Blue Squirrel, and Click2Poster.
2. From the Menu Bar go to Settings, select Update, and choose Update Now.
3. Click2Poster will go online and look for available updates.
4. If there are available updates you'll be presented with the option to download the newest version.

*Once you have purchased Click2Poster you are eligible to upgrade to our other great printing utilities ClickBook, and/or the Banner Kit for Windows.*

### ClickBook Upgrade:
Not only can you print posters and banners, with *Click*Book the possibilities are endless. You can print customized books, 2-up, 4-up, 8-up, day planner pages, wallet books, bulletins, brochures, greeting cards, business cards, flip books, catalogs, CD covers, microfiche, and so much more. You can also convert files to PDF, and quickly email them to family and friends. For a detailed list of features you'll receive when you upgrade to *Click*Book please visit:
http://www.bluesquirrel.com/products/clickbook/whatsnew.html.

### Banner Kit Upgrade
Upgrade to the deluxe Banner Kit and receive:
- 22 in. x 6ft. vinyl sign with grommets to easily hang indoors or outdoors.
- 60 sheets of removable white adhesive paper that prints on any inkjet or laser printer.

- ClickBook for Windows software with custom Banner layouts.
- Banner Designer Software that comes with several templates to quickly design signs.
- 6 zip-ties to hang banner.

**Please call 800-403-0925 for upgrade pricing.**

## 2.6     Uninstall Click2Poster

To uninstall Click2Poster from your computer please follow these steps:

1.  Click the Microsoft Windows Start button on and select Settings, Control Panel from the Start Menu.
2.  Double click the Add/Remove Programs Icon, and the Windows Add/Remove Programs Properties dialog box appears.
3.  Select Blue Squirrel Click2Poster in the list of software available, and click the Add/Remove button.
4.  The following dialog confirms your request to uninstall.
5.  If you are certain you want to uninstall Click2Poster click the Yes button.

# 3     Support

## Technical Support

If you are having difficulties using Click2Poster, we can help.



### Visit Our Web Site
Blue Squirrel offers free online technical support to customers that purchase Click2Poster. Customers wishing to speak directly with a Blue Squirrel representative can purchase a Technical Support contract for $19.95/month by calling 800-403-0925. Technical Support contract owners can speak with a Blue

Squirrel representative Monday through Friday from 9:00 am to 5:00 pm Mountain Standard time.

If you cannot find the information you need in any of the preceding sources, contact us at our Web site. Please refer to Click2Poster's  support and FAQ's for frequently asked questions.
http://www.bluesquirrel.com/support/

## Contact Us

If you would like to speak with a Blue Squirrel representative regarding a non-technical question please call Customer Service at:

**Customer Service**
Toll Free: 800-403-0925
Telephone: 801-352-1551
Fax: 801-912-6032
E-mail: sales@bluesquirrel.com

Note: Hours are: 8:00 a.m. to 5:00 p.m. Mountain Standard Time.

**Mailing address**
Blue Squirrel
686 E. 8400 South
Sandy, UT  84070

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