HEADERS & FOOTERS

When you print a document from Quest, you are using your browser to print. Different browsers handle headers and footers differently, but we do not want to print documents with the Quest website on them.

6/14/2019   Document ID: 6657505; Order book: 19D06164 Page: 12

STATE OF INDIANA   )   IN THE LAKE SUPERIOR COURT
) SS: JUVENILE DIVISION
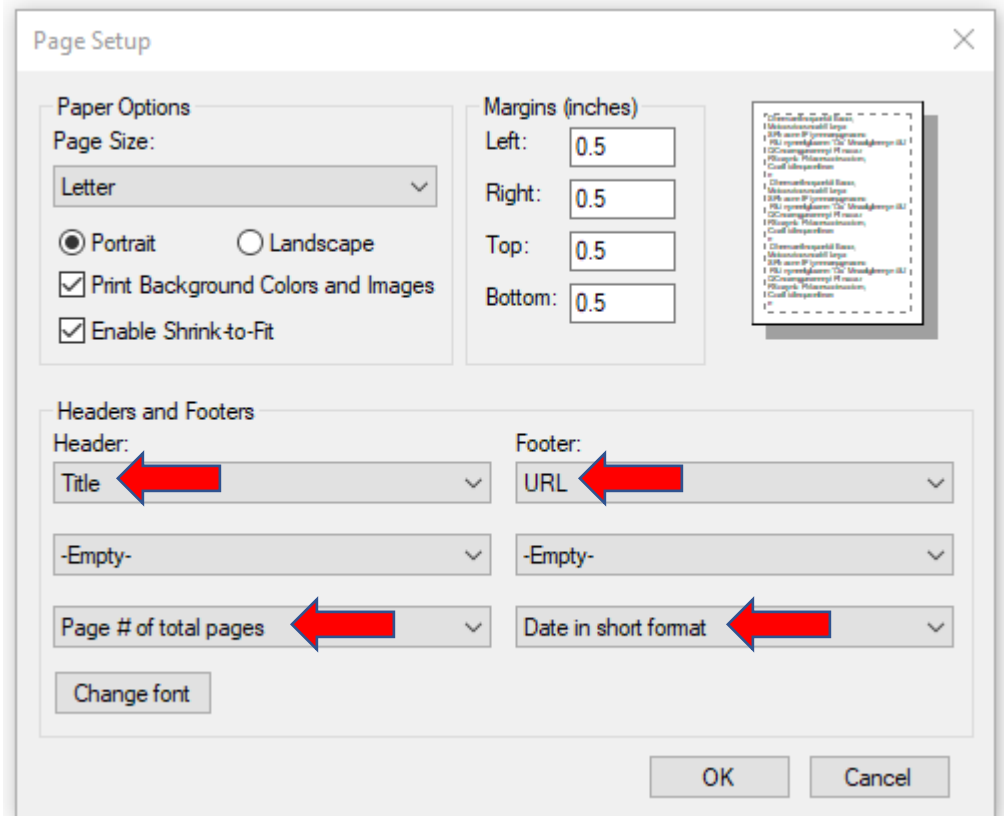COUNTY OF LAKE   )   CAUSE NUMBER: 45D06-1809-JP-000776

IN THE MATTER OF THE PATERNITY OF:

https://juvenile.lakecountyin.org/equest/quest?cmd=display-form&documentID=6657505&goto=list-orderbook0&qnsWinHeight=927&qnsWinWidth=95...   1/2
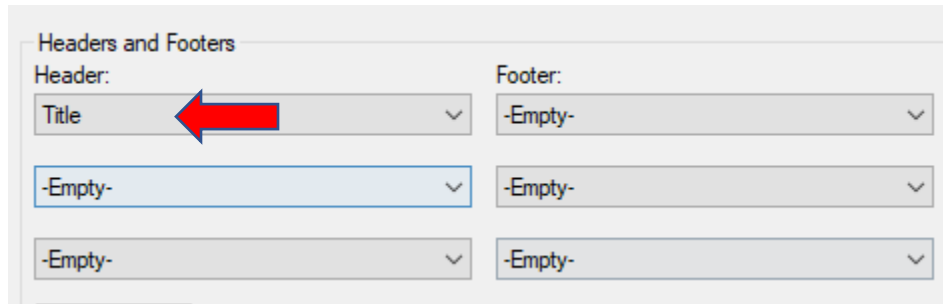
Internet Explorer:

IE and Microsoft Edge allow you to select what to print in your headers and footers. In the browser click File, page Set up.

I would leave the title in the header to it prints the file stamp information but remove everything in the footer column and get rid of the Page # too.

Page Setup

Paper Options
Page Size:
Letter

○ Portrait   ○ Landscape
☑ Print Background Colors and Images
☑ Enable Shrink-to-Fit

Margins (inches)
Left: 0.5
Right: 0.5
Top: 0.5
Bottom: 0.5

Headers and Footers

Header:	Footer:
Title	URL
-Empty-	-Empty-
Page # of total pages	Date in short format

Change font

OK   Cancel

So that it looks like this:

Chrome:

Chrome does not allow you to specify, it is either on or off.

On your Print Preview screen, it has a spot for More settings, and under that is the Options for headers and footers.

If it is selected, it will print all headers and footers.

If it is not selected it will not print any headers or footers.

It should be unclicked.

If you are a clerk or need to manually print a document with a file stamp on it, you may want to use a Microsoft product.

There are other browsers people use, you can google your browser name and headers and it should tell you if and how to customize your headers and footers.