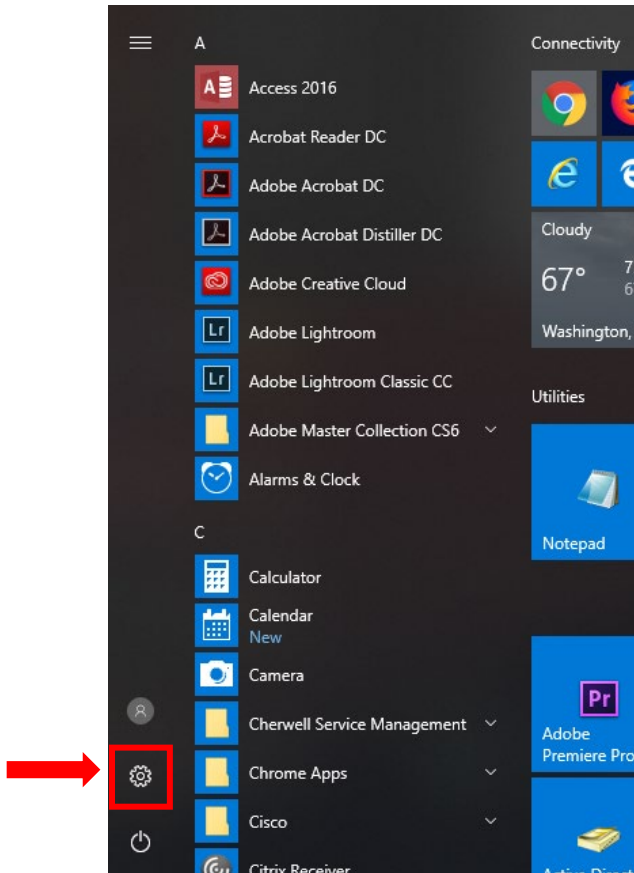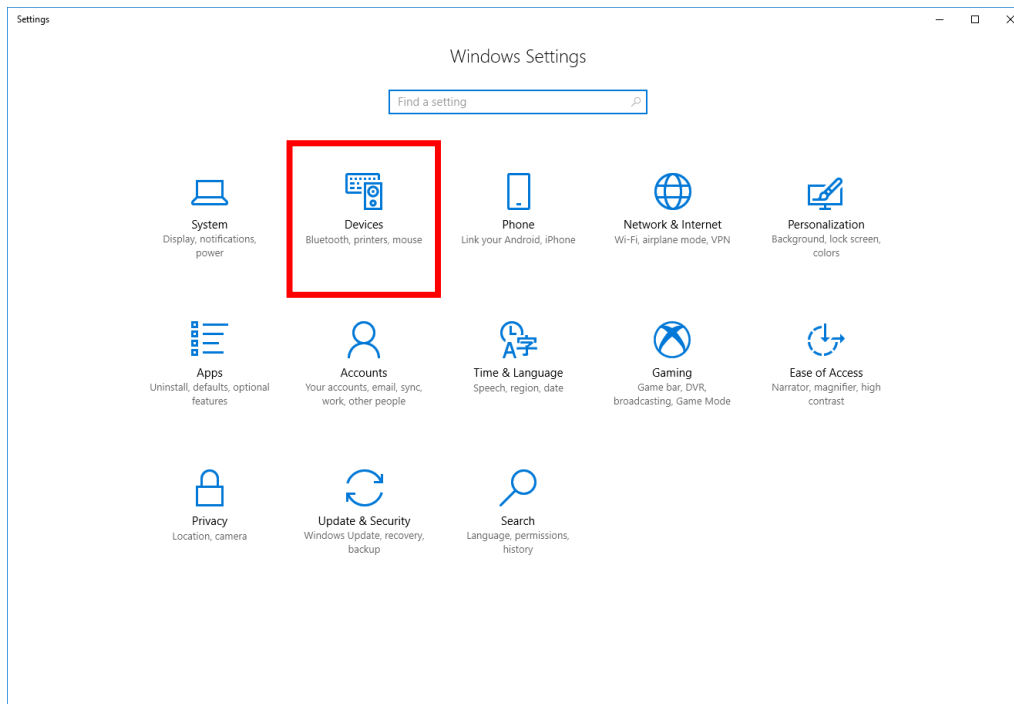How to set default printer. PowerChart will need to be closed before setting default printer.
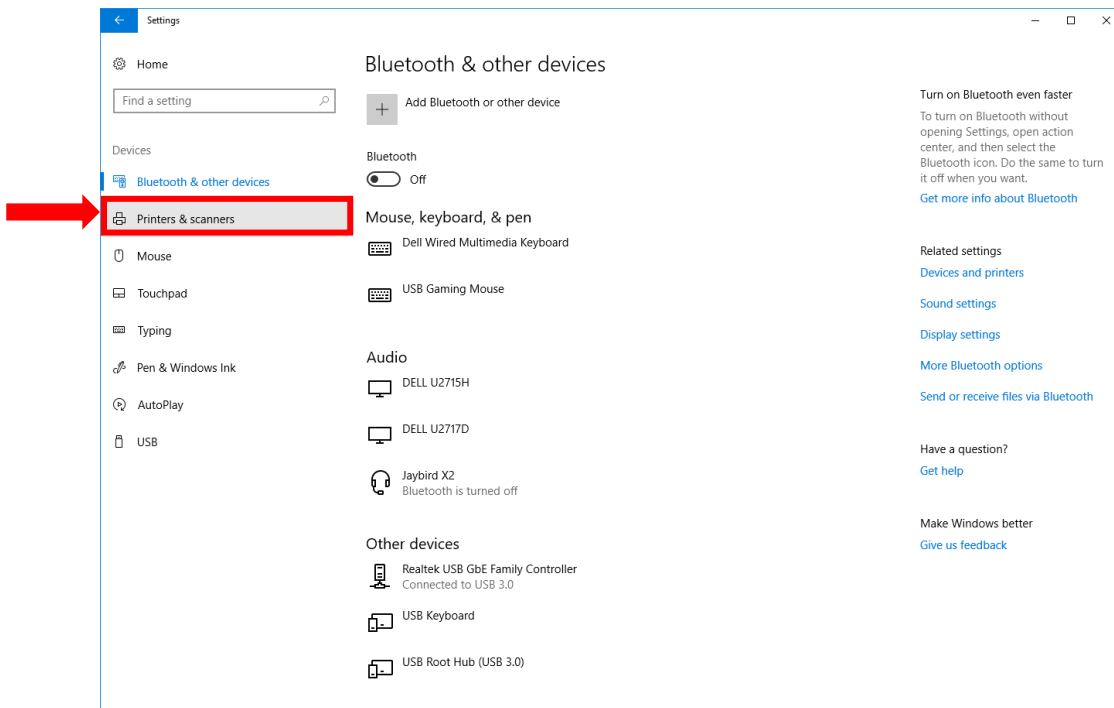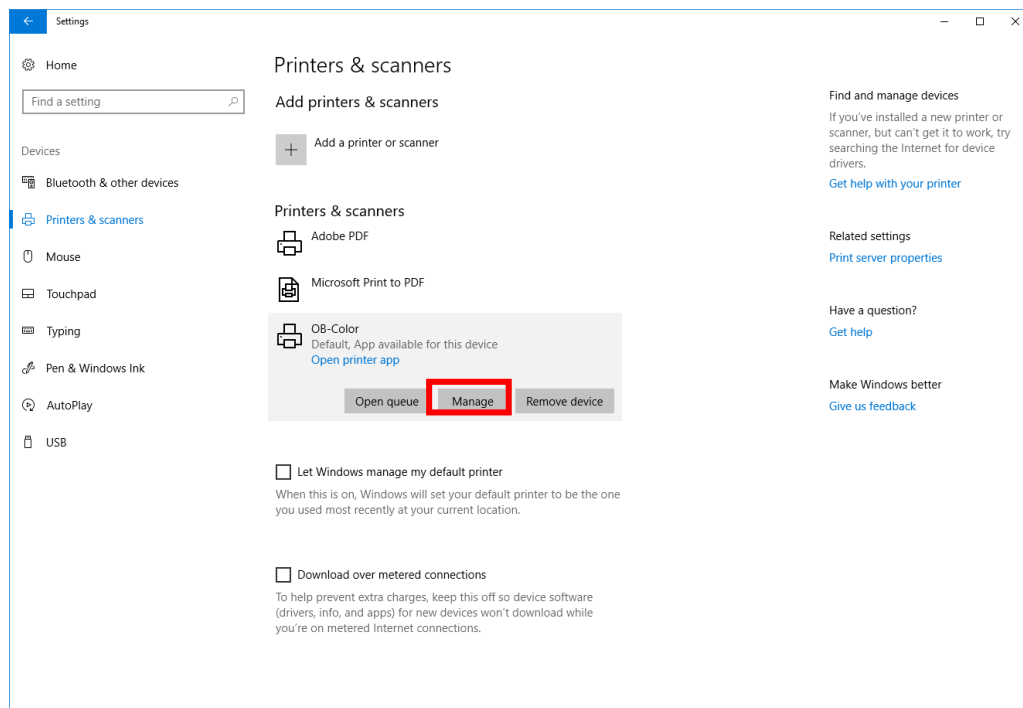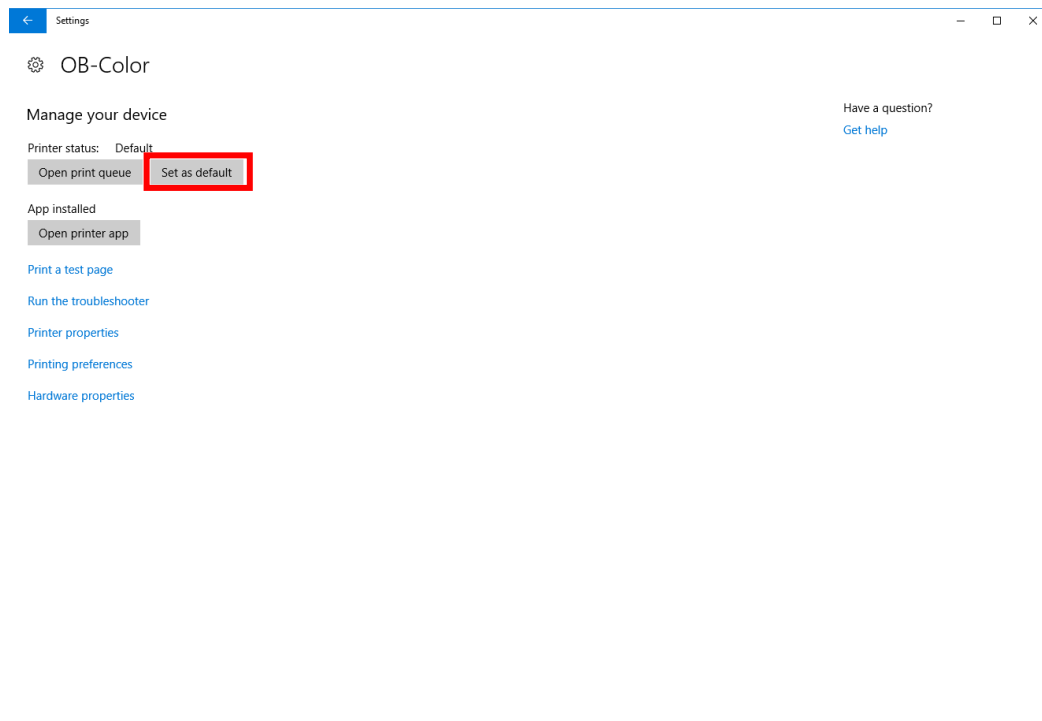
Start Menu – Settings

Click on Devices

Click on Printers & scanners in the left column

Select Printer and click on Manage

Click on Set as default

Default printer is now set and window can be closed.