

How to save your fillable XFDL file into a non-fillable Microsoft XPS Document Writer file

The Microsoft XPS Document Writer (MXDW) is a print-to-file driver that enables a Windows application to create XML Paper Specification (XPS) document files on versions of Windows starting with Windows XP. Using the MXDW makes it possible for a Windows application to save its content as an XPS document without changing any of the application's program code.

On Windows Vista and later versions of Windows, the MXDW is installed automatically when the operating system is installed.

When installed, the MXDW appears as an available print queue in the Print dialog box presented by an application. When the MXDW is selected as the printer, the user is prompted for the file name to create as the XPS Document that captures the print output of the application.

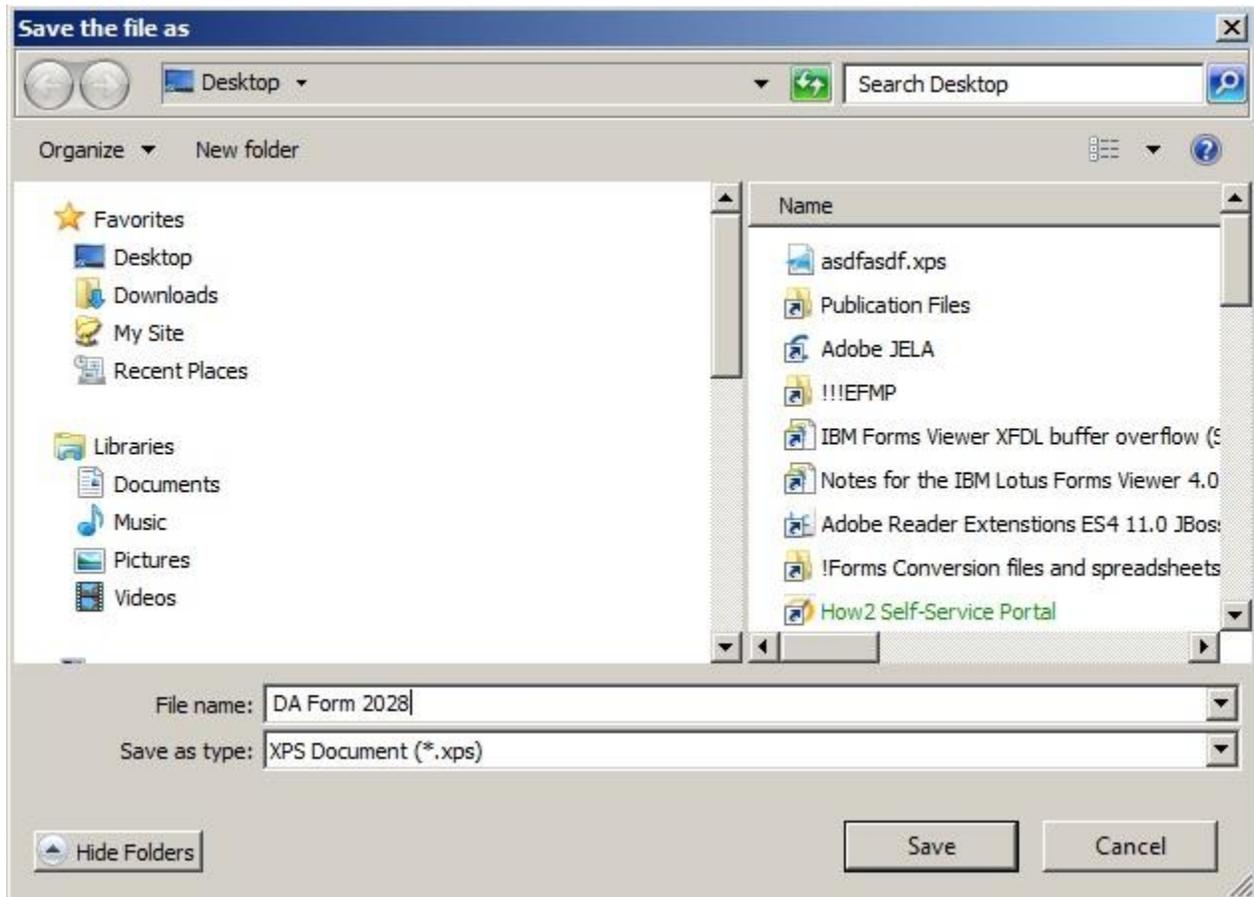
If you are using Microsoft Windows, check to see if you have the 'Microsoft XPS Document Writer' print driver prior to saving as XPS.

Go to 'Start', 'Devices and Printers', or click on the 'Control Panel', and then under 'Hardware and Sound', you will see 'View devices and printers' or 'Devices and Printers'.

- 1) Open the Lotus Form that will be saved as an XPS file. Click on the print button in the Lotus Form. Select the 'Microsoft XPS Document Writer' from the list.

The screenshot shows a web browser window displaying a Lotus Form viewer. The browser address bar shows the URL: <http://www.apd.army.mil/pub/eforms/pureedge/a2028.xfdl>. The browser interface includes a menu bar (File, Lotus Viewer, Go to, Favorites, Help) and a toolbar with various icons. Below the browser is a banner for the U.S. Army Forms Content Manager with buttons for SAVE, SAVE AS, PRINT, and EMAIL. The main content area displays a form titled "RECOMMENDED CHANGES TO PUBLICATIONS AND BLANK FORMS". The form includes fields for "TO:" and "FROM:", a "PUBLICATION/FORM NO." field, and a table with columns "ITEM" and "PAGE NO.". A "Print" dialog box is overlaid on the form, showing the printer selection menu with "Microsoft XPS Document Writer" selected. The dialog also shows the printer name, status, type, and location, along with options for print range (All or Current Page) and number of copies (1). The dialog has "OK" and "Cancel" buttons.

- 2) When prompted to save the file, give it a file name, and save the file to a location that is easily accessible (e.g., the desktop).



- 3) Your XPS file is now created and is available in the location that you chose in the above steps.
- 4) Double click on the XPS file that you just created. Here you will have an exact replicated file that also includes your XFDL data.

You can copy the text data from the XPS file and paste the XML text data from the XPS file to any other XML application, like Microsoft Word, Adobe Acrobat, or Microsoft Outlook, etc.