

19 *Pre-Application Screening System Print (PAPR) - Overview*

PAPR allows staff to create and screen print an appointment notice in English or Spanish.

Key the fields on PAPR, and press ENTER to request the appointment notice. Screen print one notice for the applicant and one notice for the office, as AZTECS does NOT keep a record of the notice.

When the GA TC field is selected, AZTECS allows access to the GA, TC, and TPEP fields on the requested appointment notice. Tab to the appropriate program field on the notice, and key X before screen printing.

From the appointment notice, press the F7 key to return to PAPR, or ENTER to return to the [PASS Screen](#).