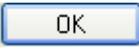
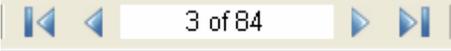


Budget Activity Plans printing instructions

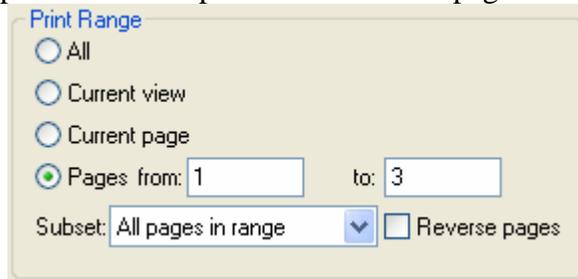
Printing the “Five Year Overview” for a selected project with all its listed Activity Plans.

1. Select a project by clicking on its corresponding Project Code.
2. Click on the printer  button on the toolbar.
3. Click on the OK  button in the print dialog. It will print all pages by default.

Printing just the “Five Year Overview” for a selected project.

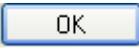
1. Select a project by clicking on its corresponding Project Code.
2. Determine the total number of pages in the “Five Year Overview” either by looking at the bottom right side of the page footer (i.e. ^{Page 1 of 3}) or by actually navigating the pages via the page navigator  at the bottom center of the window.

3. Click on the printer  button on the toolbar to invoke the print dialog.
4. In the Print Range box select Pages from: 1 to: total number of pages. For this particular example there are 3 total pages as shown:



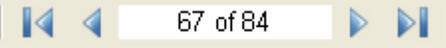
The image shows a 'Print Range' dialog box with the following options:

- All
- Current view
- Current page
- Pages from: to:
- Subset: Reverse pages

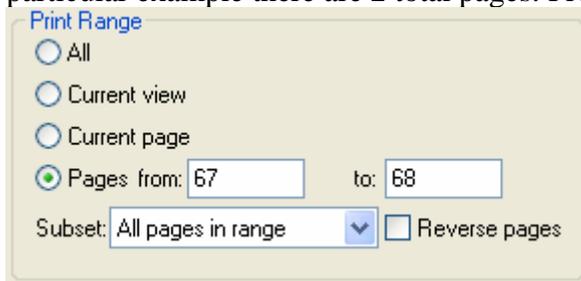
5. Click on the OK  button in the print dialog.

Printing a single Activity Plan from a selected project.

1. Select a project by clicking on its corresponding Project Code.
2. Click on the Activity Plan of interest from the bookmark panel on the left. This will bring you to the first page of the Activity Plan. Note the first page.
3. Determine the total number of pages in the Activity Plan by navigating the pages

via the page navigator  at the bottom center of the window.

4. Click on the printer  button on the toolbar to invoke the print dialog.
5. In the Print Range box select Pages from: start page to: end page. For this particular example there are 2 total pages: From 67 To 68 as shown:



Print Range

All

Current view

Current page

Pages from: to:

Subset: Reverse pages

6. Click on the OK  button in the print dialog.