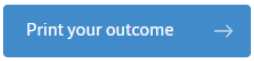
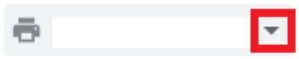
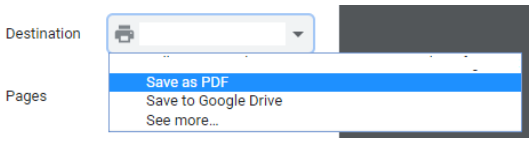
How to save your plan as a PDF file

Chrome

1. Under *Step 1: Print your plan* click the 

button.

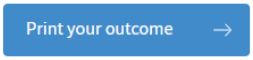
2. Click the downward arrow button under *Destination*: 

3. Click *Save as PDF*: 

4. Click the *Save* button:

5. Name the plan document with something that is easy to remember and save the file to your desktop or documents folder.

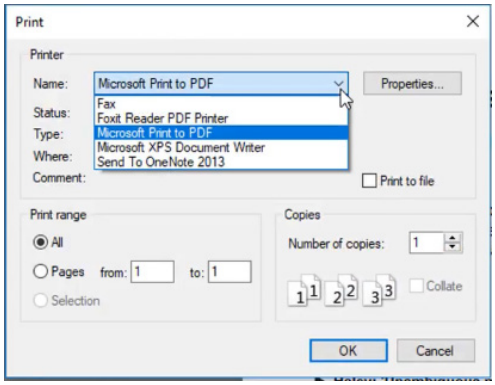
Firefox

1. Under *Step 1: Print your plan* click the 

button.

2. Click the *Print...* button in the top left corner

3. Under the *Name* section, click the downward arrow and select *Microsoft Print to PDF*

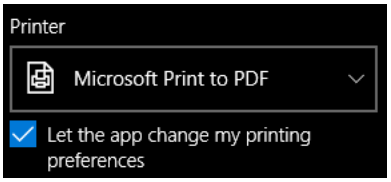


4. Click *OK* and name the plan document with something that is easy to remember and save the file to your desktop or documents folder.

How to save your plan as a PDF file

Internet Explorer

1. Under *Step 1: Print your plan* click the Print your outcome → button.
2. Click the downward arrow button and select *Microsoft Print to PDF*:



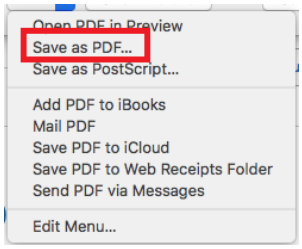
3. Click the *Print* button:

4. Name the plan document with something that is easy to remember and save the file to your desktop or documents folder.

Safari

1. Under *Step 1: Print your plan* click the Print your outcome → button.
2. Click the downward arrow button next to *PDF*:

3. Click *Save as PDF*:



4. Name the plan document with something that is easy to remember and save the file to your desktop or documents folder.