Instructions to Print MCFPC Resource Page
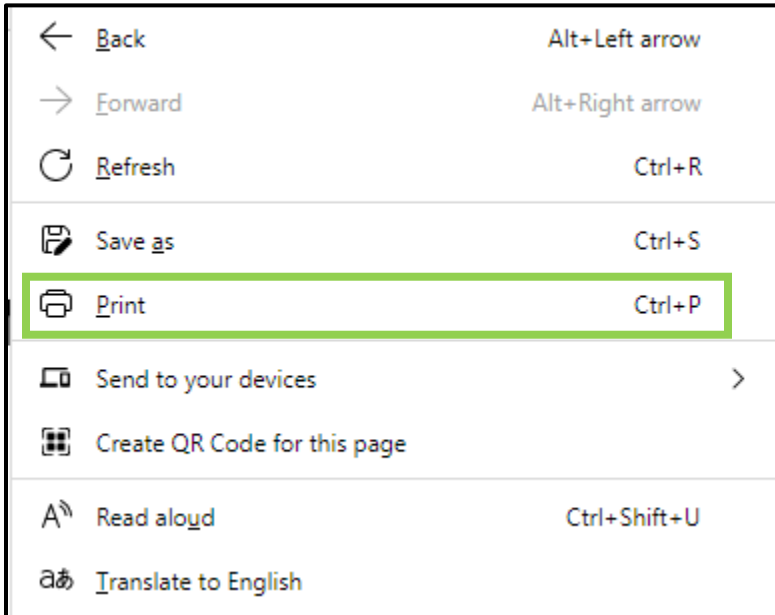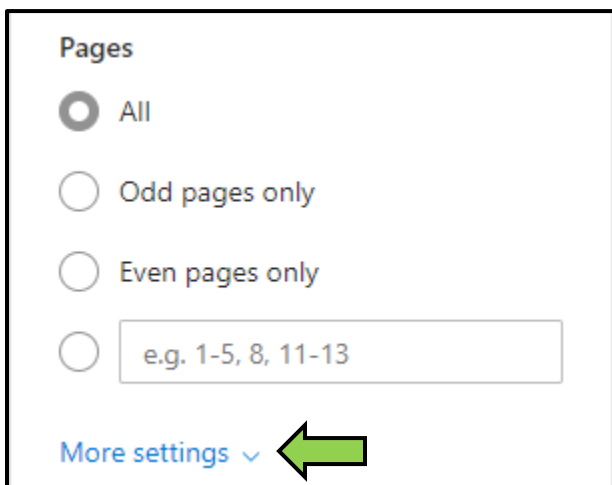
1. On the "Programs" page, right-click anywhere and select "Print" from the menu.

←	Back	Alt+Left arrow
→	Forward	Alt+Right arrow
C	Refresh	Ctrl+R
	Save as	Ctrl+S
	Print	**Ctrl+P**
	Send to your devices	>
	Create QR Code for this page	
A	Read aloud	Ctrl+Shift+U
あ	Translate to English	

2. Choose if you would like to save the document on your computer by selecting "Save as PDF" or use the drop-down arrow to select your printer to print immediately.

Print
Total: 6 pages

Printer

Save as PDF ⌄

3. Select "More Settings"

Pages

○ All

○ Odd pages only

○ Even pages only

○ [e.g. 1-5, 8, 11-13]

More settings ⌄

4. Reduce the "Scale" (60%-80% is recommended) and select "Minimum" margins using the drop-down arrow.

Scale (%)

80

Pages per sheet

1 ⌄

Margins

Minimum ⌄

Options

☐ Headers and footers

☐ Background graphics

5. Finally, select "Save" (or "Print" depending on which option you originally chose.)

Save   Cancel

❖ Please notice and use the QR code at the bottom of the page when distributing the program list.

Program List QR Code