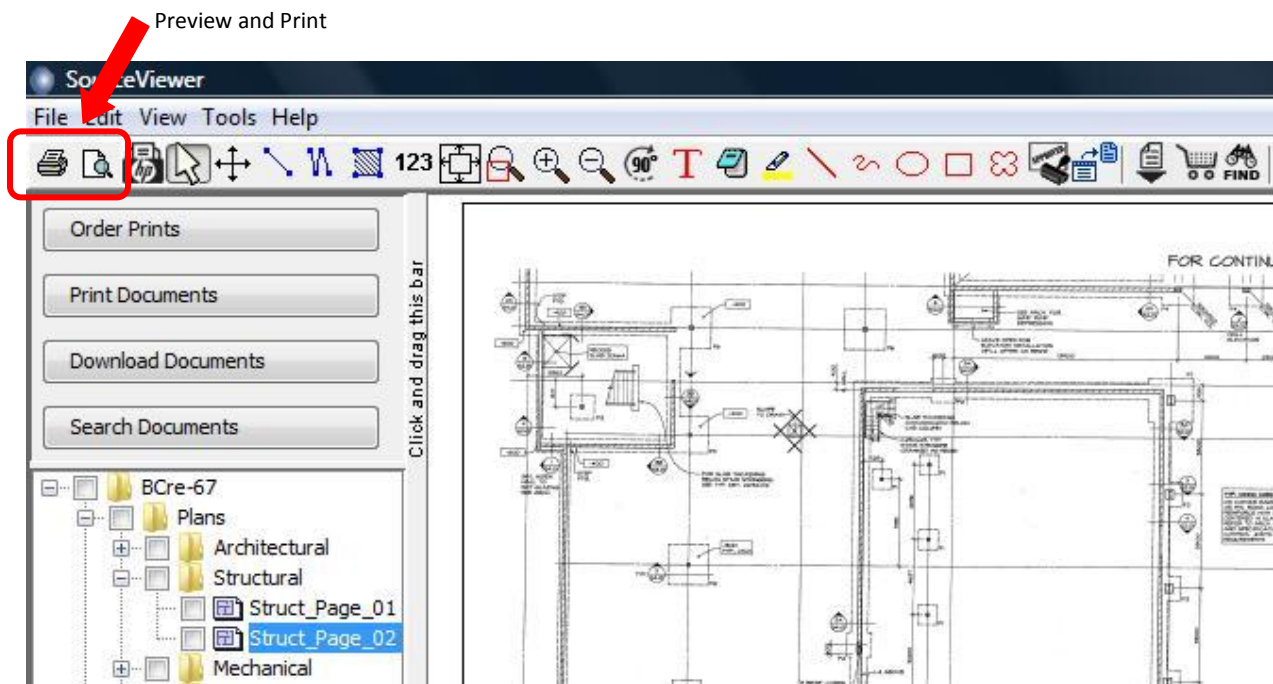



## Printing a Detail


Using the Print and Print Preview icons in the SourceViewer toolbar allows you to print the portion of a document you need.



### *Step 1 - Select the Detail*

- After you have the document open in the SourceViewer, your next step is to zoom into the area with the detail you wish to print.
- There are multiple ways to zoom.
  - The easiest way to isolate a small section is to use the Box Zoom 
- With the Box Zoom, click one corner of the area you want to view then move to the opposite corner and click to close the box.

### *Step 2 - Print the Detail*

- With your screen zoomed in on the area you want to print, click Print Preview. 
- Check or un-check the Print Annotations box to print the correct version of the document.
- To change the page size, orientation and margins, click on Page Setup in the preview window.
- Choose the scale and click print.

