

MapInSite Online Quick Start - Tips & Tricks: Printing

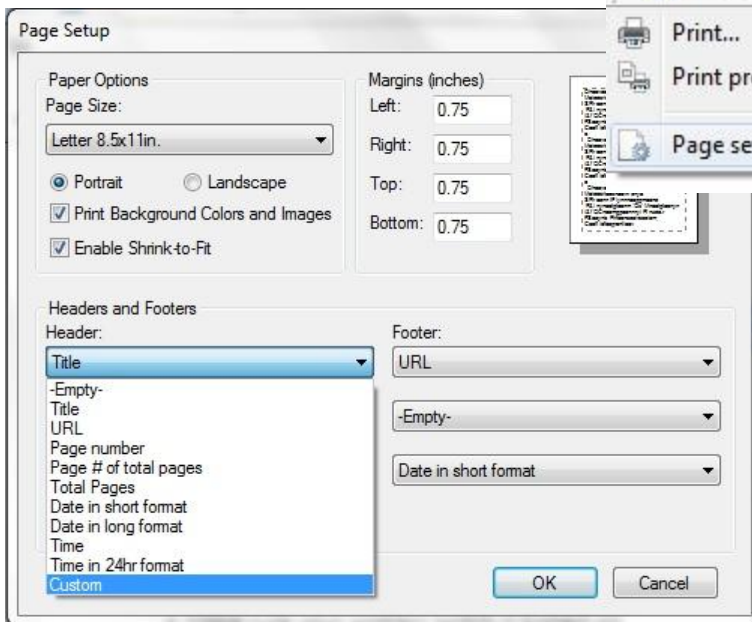
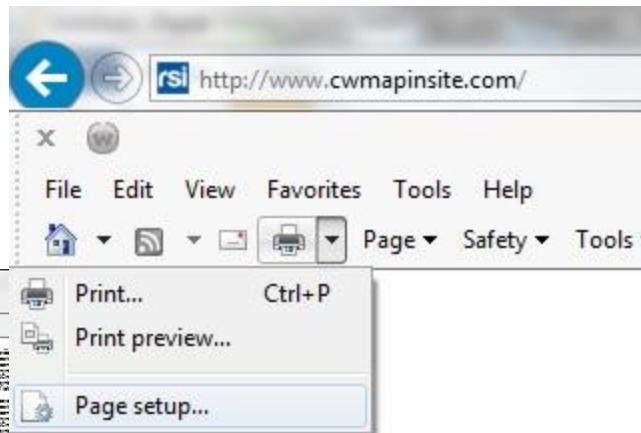
Printing Maps in Internet Explorer

Did you know that you can print a map from Internet Explorer and customize Headers and Footers including titles, page numbers and fonts?

To begin, create your map to be printed or saved in MapInSite. Once complete, follow these steps:

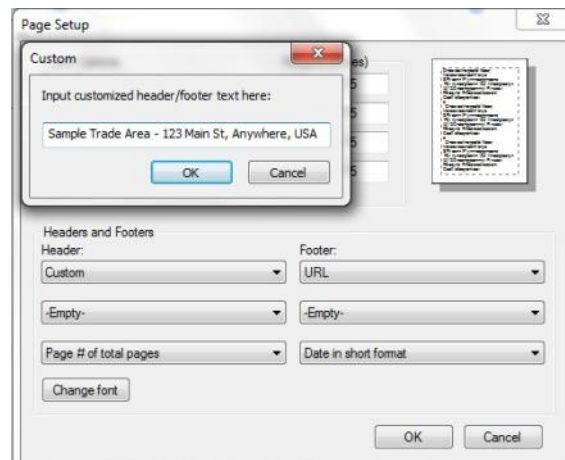
Step 1: Select the Printer icon near the top left of Internet Explorer.

Step 2: Choose the “Page setup...” option.



Step 3: In the Page Setup window, under “Header”, choose the “Custom” option.

Step 4: In the pop-up window that appears, simply type in the title you wish to appear on the printed map.



Step 5: Repeat these steps for additional lines in the header and footer. You can also change the font in this window.

Step 6: Click “OK”, proceed to the “Print...” option under the Printer icon.