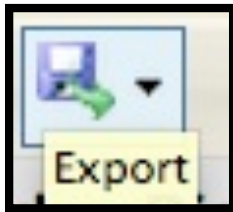
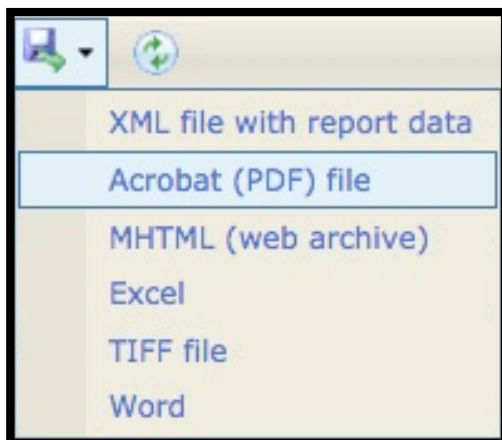


Exporting

1. At the top of the page you wish to export, click the **Export Button** (floppy disk icon) on the navigational toolbar:



2. Click on the desired program.



3. Open the exported file. Depending on the browser you are using and the setup of your computer, the file may go into a Downloads folder; show at the bottom of your screen, etc.

General suggestions:

- Use **Acrobat (PDF)** to produce a static file that can be printed
- Use **Excel** for tables and student lists
- Use **Word** for pages such as the Student Profile Report if you plan to modify as a document