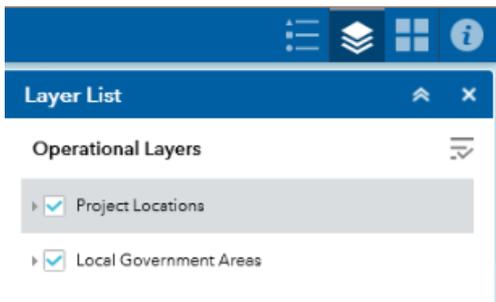


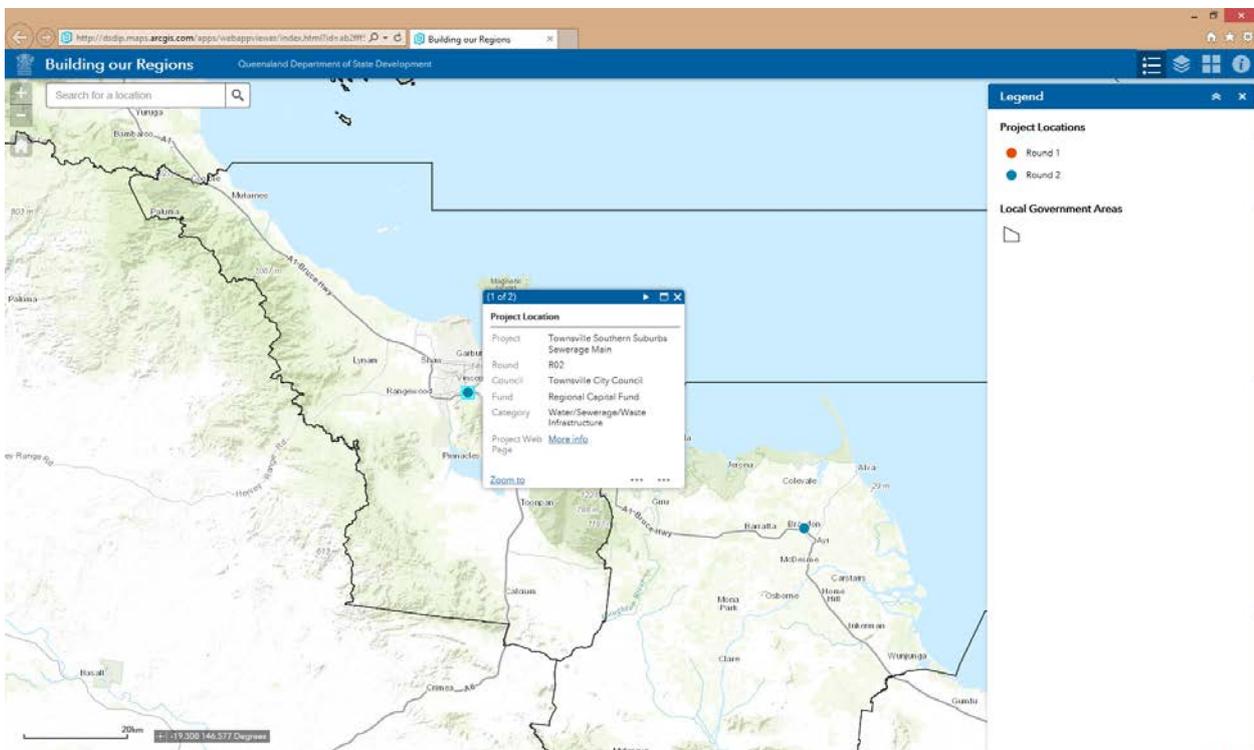
Building our Regions

How to print the map

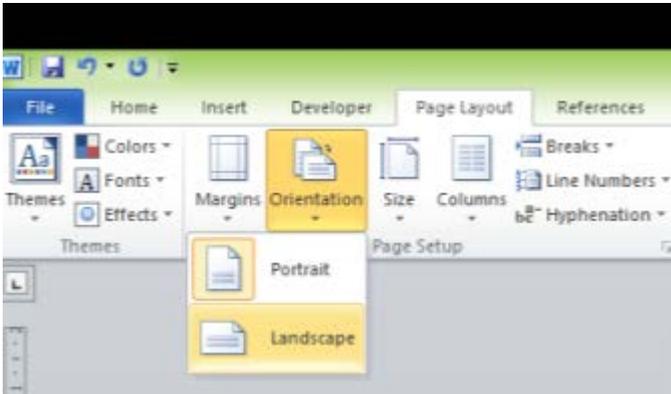
1. Zoom into the area of the map that you would like to print.
2. Click and hold the mouse then drag the map to position it as needed.
3. Select the Layer list on the map and uncheck the Fund Areas layer—this removes the fund area shading from the map and provides a clearer print out.



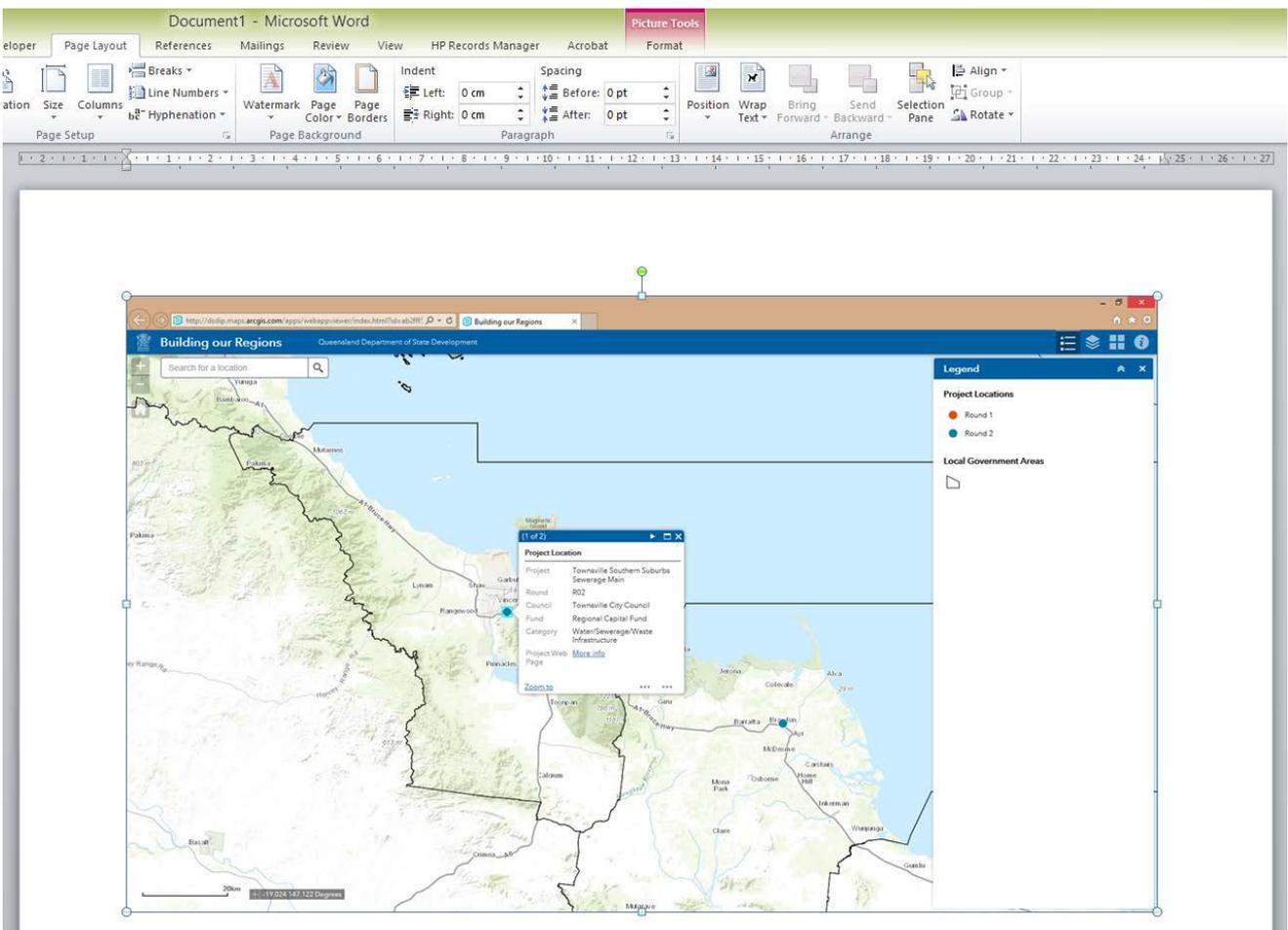
4. Press the Alt + 'Print Screen' button on the keyboard to take a screen shot. See example screen shot below.



5. Open a new Word document (or other word processing or notes program), change your paper size to suit your printing capabilities (if needed).
6. Press Ctrl+V to paste the screenshot into the document.
7. Change your page from portrait to landscape to better suit the image shape. For Microsoft Word users, Select Page Layout > Orientation > Landscape.



8. To make the image larger on the page, click on the screenshot to highlight it—you will notice circles appear on each corner of the image and squares in the middle of each side. See example below.



9. Hover your mouse pointer over the bottom right-hand corner of the image. When the pointer has turned into a double-headed arrow, click and drag the corner of the image to the desired size.
10. Once the map is positioned where you want it on the page, send to print.