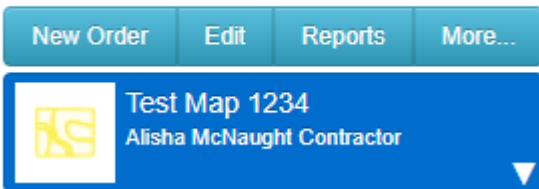


HOW TO PRINT A MAP

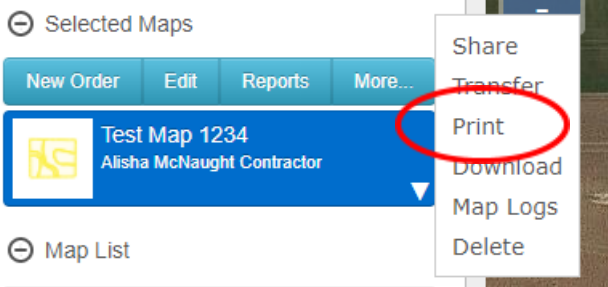


1. Login to TracMap online and navigate to the “MAPS” tab at the top left corner of the page.

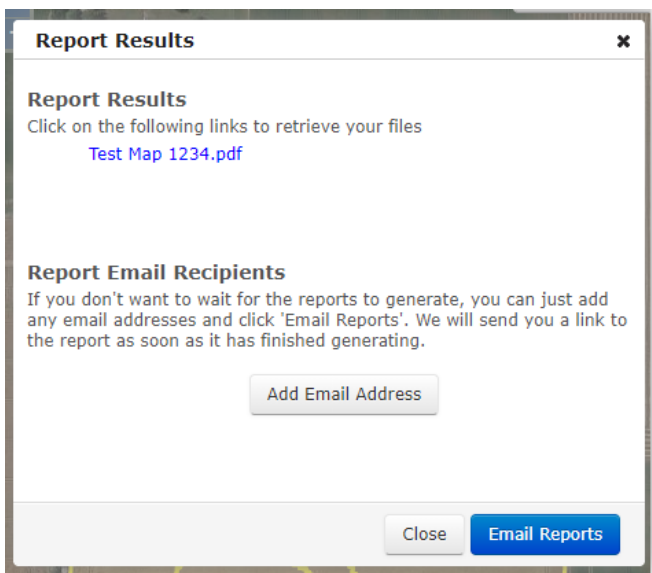
Selected Maps



2. Once you're in your maps tab select the map you'd like to print from the column on the left side of the page.

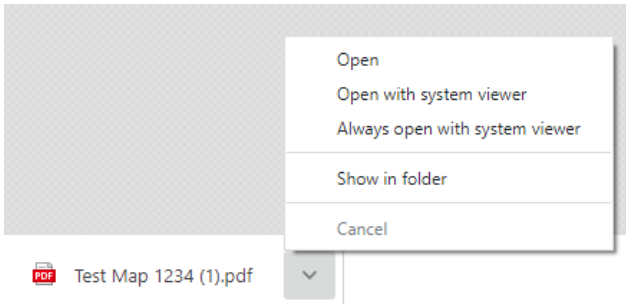


3. Next click on the “More...” button and a drop down menu will appear. From this select “Print”. One the next page a preview will appear. At the top of the page there are two buttons, select “Print to PDF” in the dark blue.

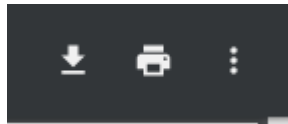


4. A pop up will appear where you can select the PDF to open it.

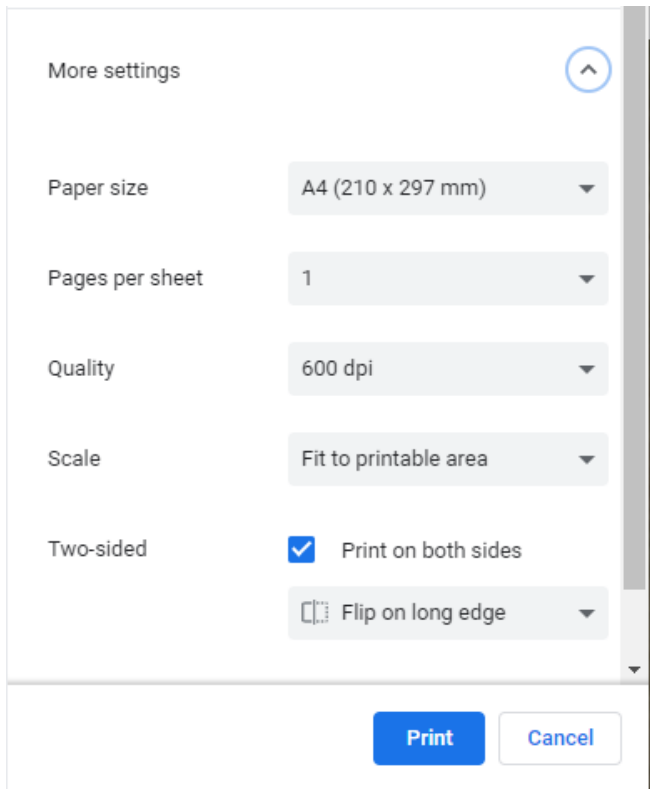
HOW TO PRINT A MAP



5. If you're using Google Chrome a pop up will appear in the bottom left corner of the page, if you click on the arrow a menu will appear. From here select "Open". This should open the PDF in chrome.



6. The PDF should now open in a new window, at the top right corner of the page you will find a printer icon.



7. This will open a pop up before you print, make sure that you check "More settings". In these settings you want to make sure that "Scale" is set to "Fit to printable area". If it's on "default" it will only printer $\frac{1}{4}$ of the page.