PDF Printing

PDF Printing is the new capability built into Boardmaker Online which can generate PDF versions of your activity any time you select Print! Among other things, this allows you to save files locally, print from Chromebooks, precisely print device overlays, and print most interactive & performance-based activities.
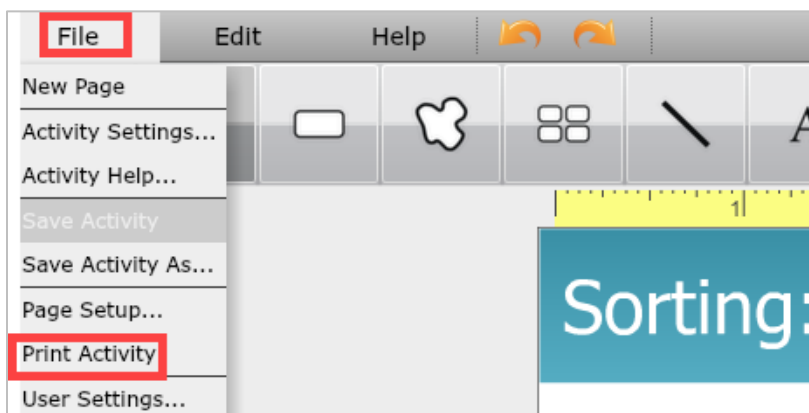
Ways to print Activities:

- Online Editor
- Curriculum
- My Boardmaker
- Web Player Toolbar (Play Mode)
- Single File View (Detail View)

NOTE: Print oversized activities by selecting Poster in your printer settings.

Printing from the Online Editor

From the online editor, select **File**. Select **Print Activity**

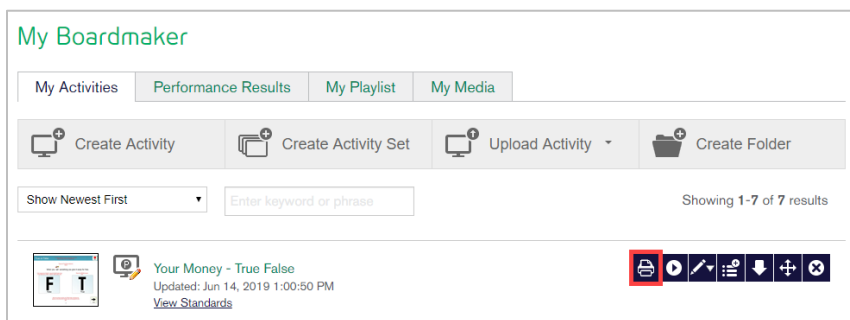The PDF file will open in a new window in the browser where Boardmaker Online is open.

Follow your printer settings to print or save the PDF file.

NOTES:

- You must allow popups from https://boardmakeronline.com to see the PDF file in a new window.
- See the ***Notifications*** section of this tutorial to see how to access your file if it takes longer than 16 seconds to generate.
- You can also print from the Online Editor using the keyboard shortcut *CTRL+P*

Printing from My Boardmaker or the Curriculum tab

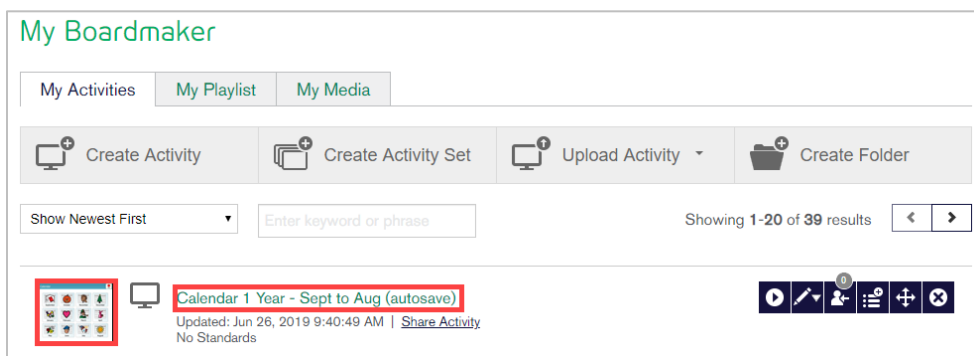Select the **Print button** in the blue toolbar.

The PDF file will open in a new tab on your browser. Open the tab and Select Print or Download from the menu bar.
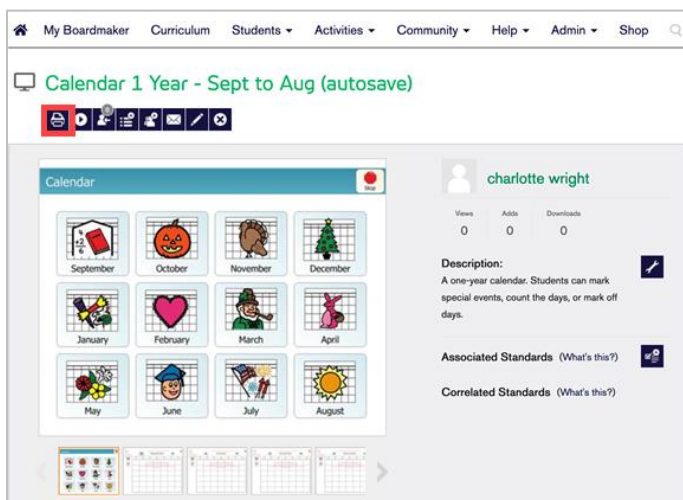
NOTES:

- You must allow popups from https://boardmakeronline.com to see the PDF file in a new window.
- See the **Notifications** section of this tutorial to see how to access your file if it takes longer than 16 seconds to generate.

Printing from Single File View (Detail View)

In the My Activities tab, select the title or thumbnail of the activity.

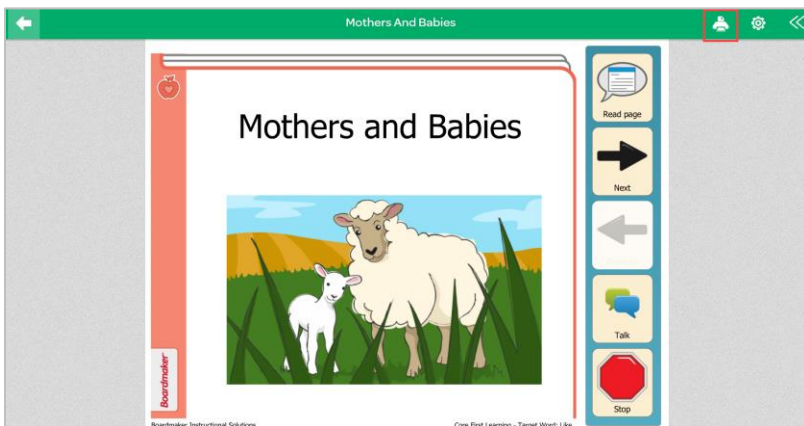When the detail view opens, select **Print**.

NOTE: You can also print community activities from this view once you add them to your activities.

Printing from the Web Player (Play Mode)

Select the **two arrows** in the top left corner.

Select the **Print icon**.

The PDF file will open in a new tab on your browser. Open the tab and Select Print or Download from the menu bar.
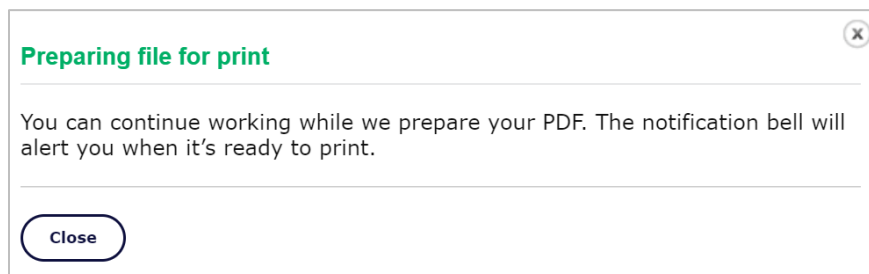
NOTES:

- You must allow popups from https://boardmakeronline.com to see the PDF file in a new window.
- See the ***Notifications*** section of this tutorial to see how to access your file if it takes longer than 16 seconds to generate.
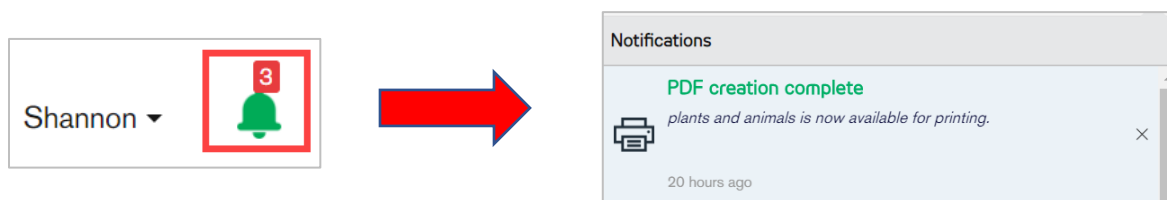- You can also print from the Online Editor using the keyboard shortcut *CTRL+P*

Notifications You May See

Preparing File for Print

Based on the size of some activities, it may take more than 16 seconds to generate a PDF. If this happens, you will receive a notification that says "Preparing file for print".
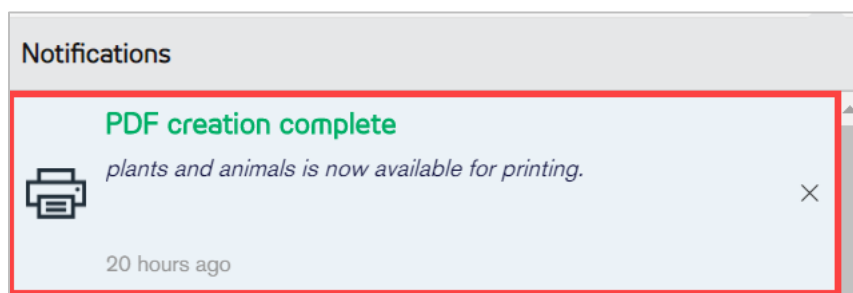

When the PDF is complete, the notification bell icon will notify you by showing a red number. Click on the **notification bell icon** to access your file.

NOTE: You will also notice this number on all open tabs related to Boardmaker Online.
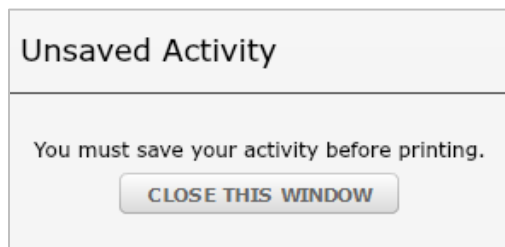
Select the activity to open the PDF file in a new window.

Open the tab and Select Print or Download from the menu bar.

Unsaved Activity

Activities must be saved to use PDF printing. If you see this message, save your work and try printing again.

Unable to Print Activity

A few interactive templates require student input to activate the templates. It is currently not possible to generate a PDF version of these activities.

Unable to print activity
Could not print Student Sign In (Registration) - 10 Students (autosave). This activity has actions that are not compatible with printing.
6 minutes ago

NOTE: If you must print an activity that is not supported with PDF printing, open the activity in play mode and take a screen shot of the activity. Then print the screenshot. You may also recreate the activity using a print template to create a PDF version.