
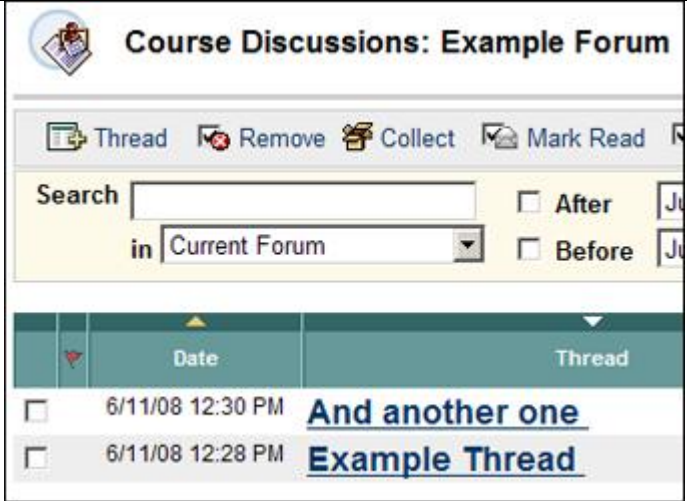
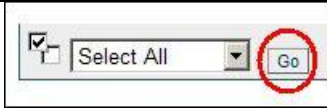


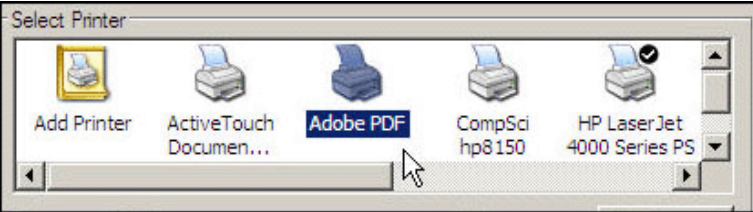
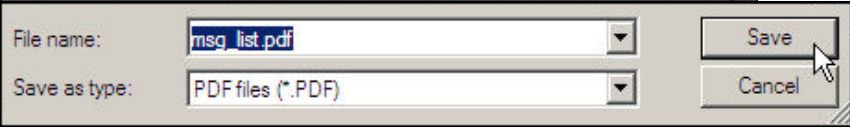
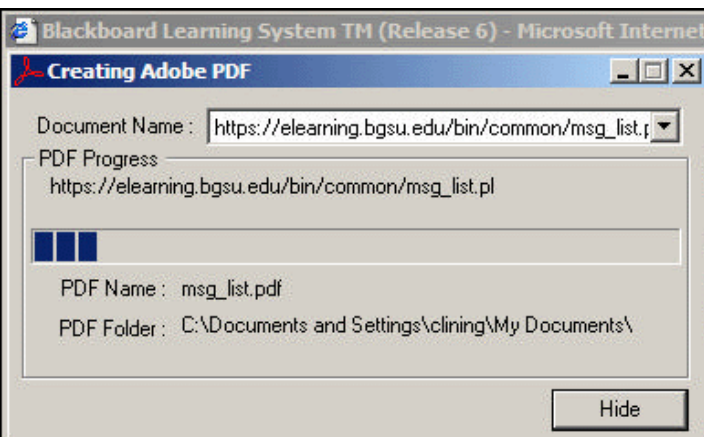


How do I save a discussion from my Blackboard class as a PDF file if I am using a PC? (Note: Adobe Acrobat Professional is required to create a PDF. This application is available on all BGSU computers.)

<p>1. Click the "Discussion Board" link to get to your discussion board forum.</p>	
<p>2. Click the name of the discussion you want to save.</p>	
<p>3. At the bottom of the page, make sure "Select All" is the menu item displayed and click the "Go" button.</p>	

<p>4. Then click "Collect".</p>	
<p>5. Now click the Print icon at the top of the collection page or issue a print command.</p>	
<p>6. Select "Adobe PDF" as your printer and click the Print button.</p>	
<p>7. By default, the system will save this file to your My Documents folder under the name specified. Change either or both and click "Save".</p>	
<p>8. You will now see Acrobat creating your PDF file. You will get a notice when the file is created and Acrobat will open it for you.</p>	

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