

Course Name : O Level(B4-Ist sem.)

Subject : ITT&NB

Topic : Downloading and Printing

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Webpages

Downloading and Printing Webpage

Steps for Download and Printing Webpage in different browsers:

Chrome

Step 1: Click the three-dot icon in the top right corner and choose *Print...* in the drop-down menu. Alternatively, press *Ctrl + P*.

Step 2: In the resulting pop-up window, click the down arrow to the right of *Destination* and select *Save as PDF* in the drop-down menu.

Step 3: Click *More Settings* to change the paper size, scaling, and so on if needed.

Step 4: Once we make the necessary changes, click the *Save* button and select a destination on your PC. Click a second *Save* button to complete.

Microsoft Edge

Step 1: Click the three-dot icon in the top right corner and choose *Print* in the drop-down menu. Alternatively, press *Ctrl + P*.

Step 2: In the following pop-up window, click the down arrow displayed under *Printer* and select the *Microsoft Print to PDF* option listed on the drop-down menu.

Step 3: Go through any other options we may want to change, including margins and scale.

Step 4: Once we make the necessary changes, click the *Print* button and select a destination on our PC. Click a second *Save* button to complete.

Note: Microsoft Edge has a Windows 10-themed sidebar that pops open when we choose to print. Older browsers, like Internet Explorer, will use a more traditional printer window. The options and steps should remain the same despite the “classic” appearance.

Firefox

Step 1: Click the menu button  and then click *Print...*

Step 2: Select *Microsoft Print to PDF* from the printer options and click the *Print* button when ready.

Step 3: Choose a name and save location and then click the *Save* button.

Exercise:

1. Write the steps to download and print the webpages of different web browsers.