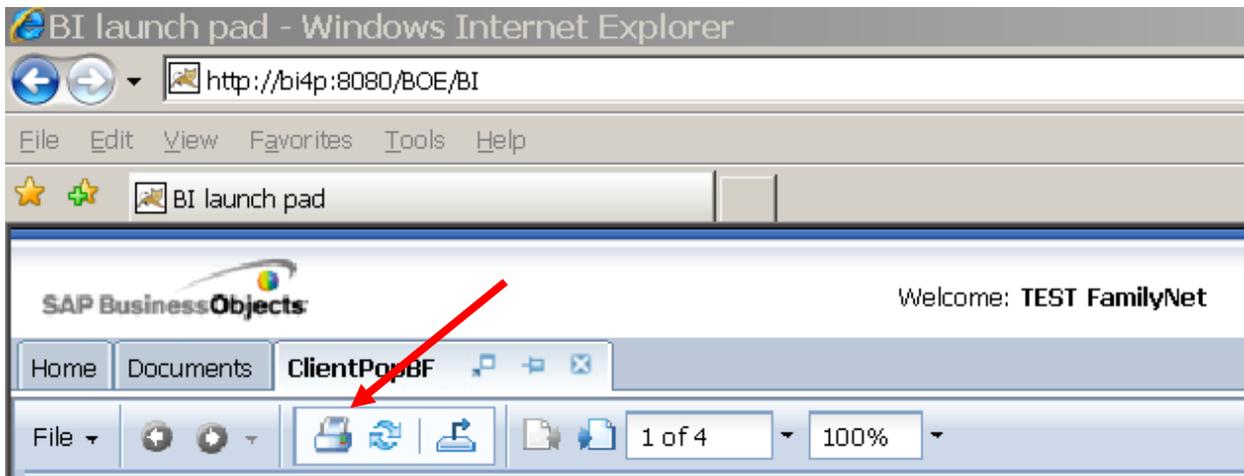


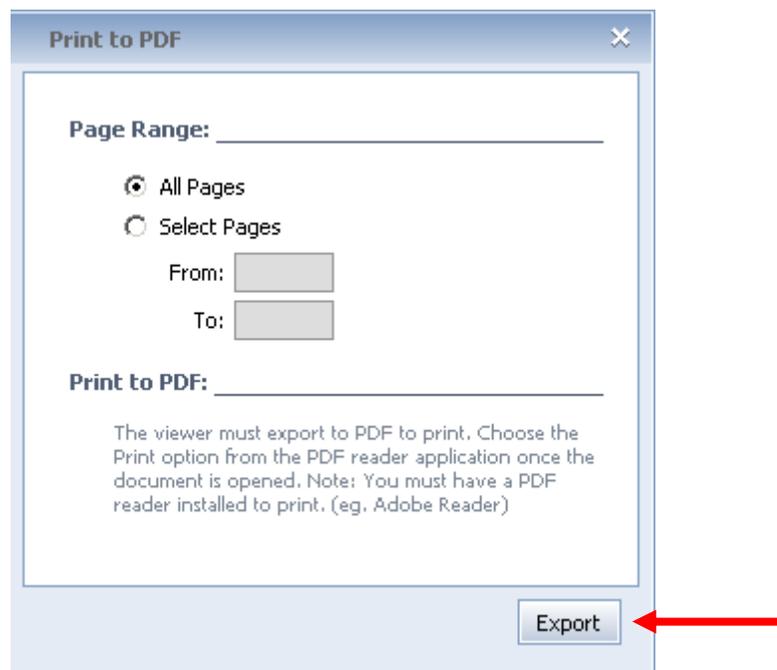
Printing (Exporting) a Crystal Report

After you have generated a report on your screen, you can print it. You will need to set your print preferences first. See page 10 in the chapter called, “Setting Your Preferences,” for help with setting your print preferences.

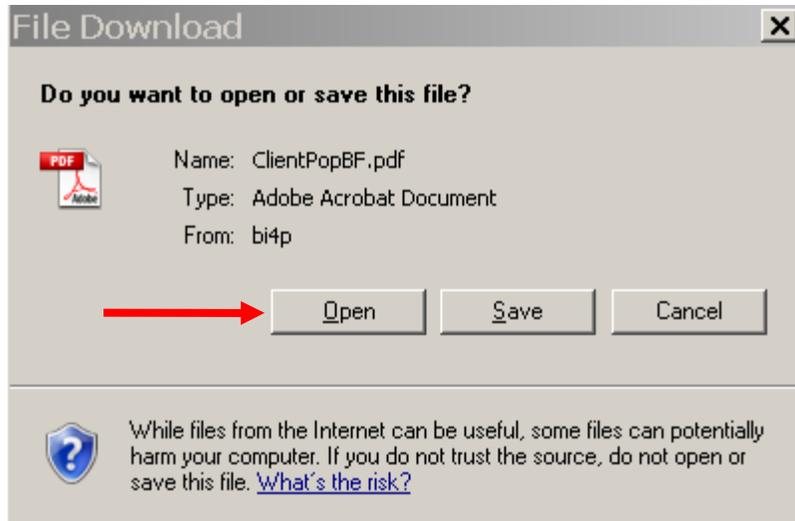
See the chapter “Running a Crystal Report,” for instructions on how to create a report.



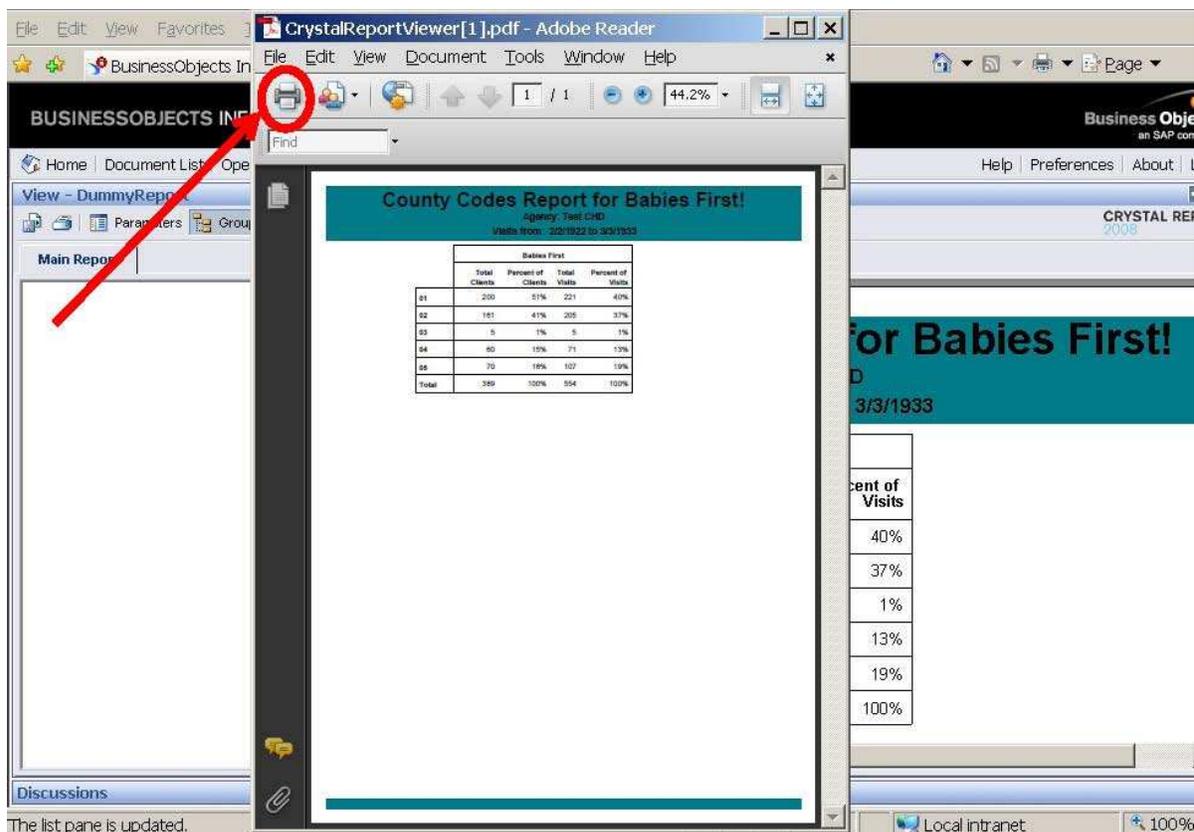
1. After you have generated a report on your screen, click on the “Print” icon in the top left area of your screen.



2. The “Print to PDF” window appears. Click on the “Export” button.



3. The “File Download” pop-up window appears. Click the “Open” button.



4. Crystal Report Viewer - Adobe Reader will open. Click on the “Print” icon. A print dialogue box will open, and you will do whatever you normally do to print any document on your computer. At this point, your report is no longer inside of the Business Objects environment.