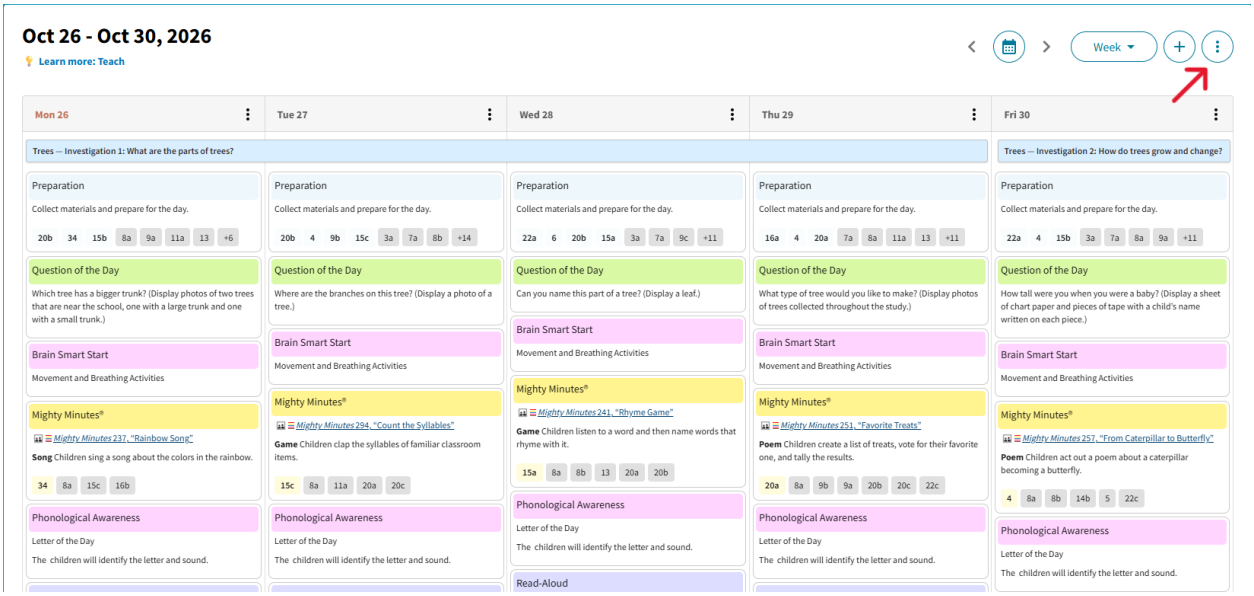
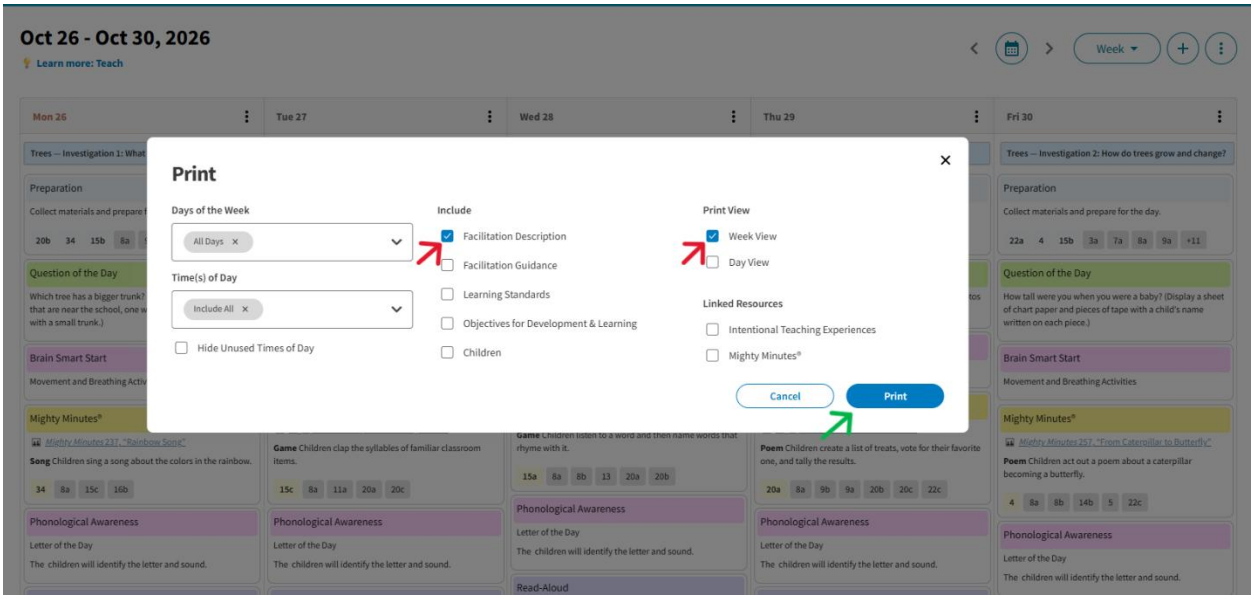
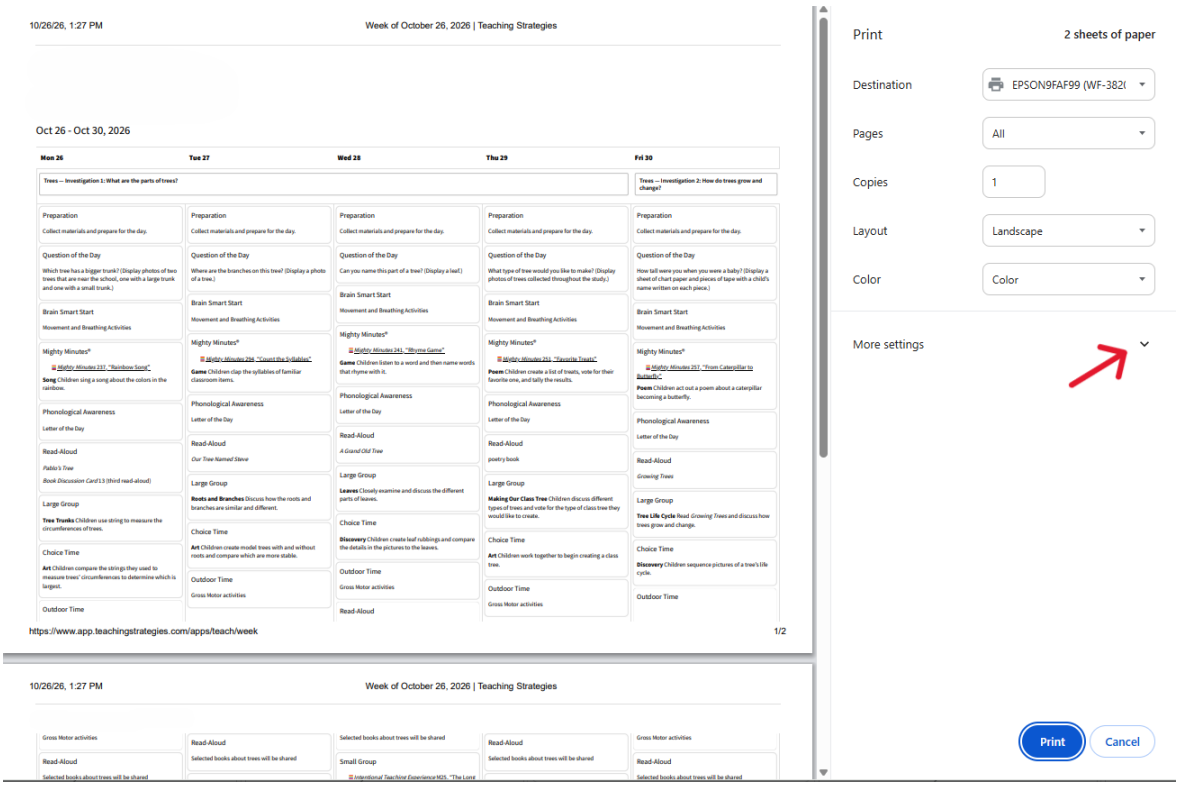
Printing a Lesson Plan



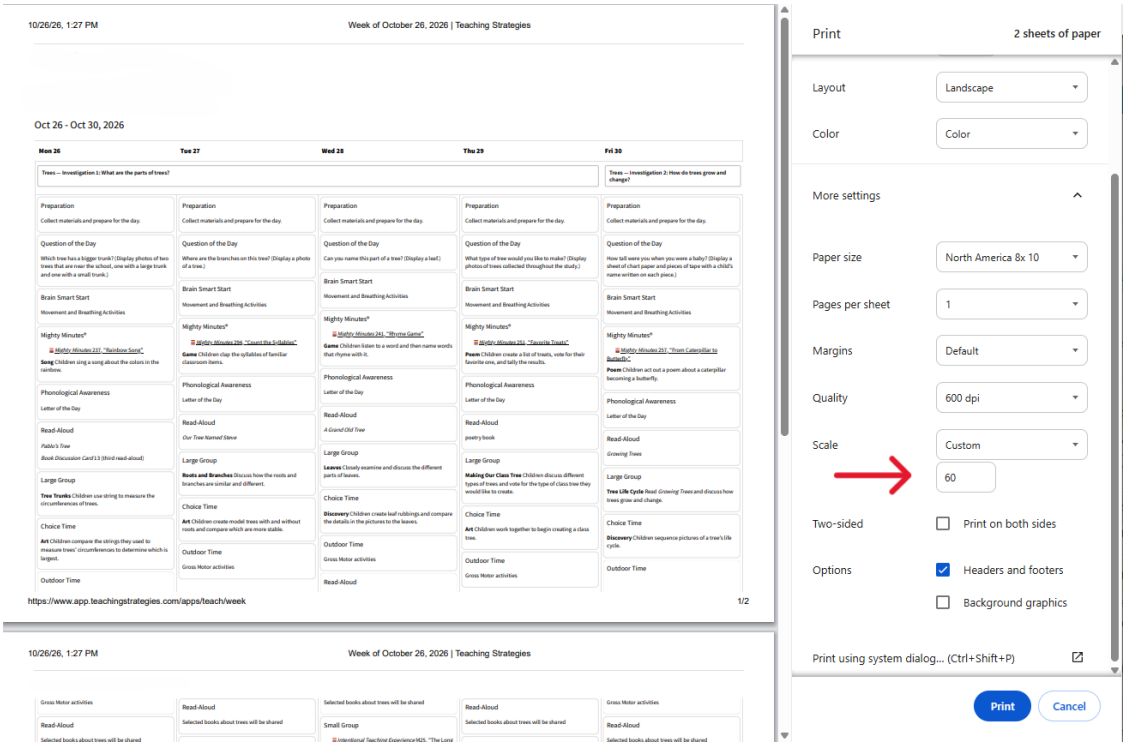
1. Go into your weekly lesson plan view and find the circle with three dots in the middle in the upper right corner of the screen.



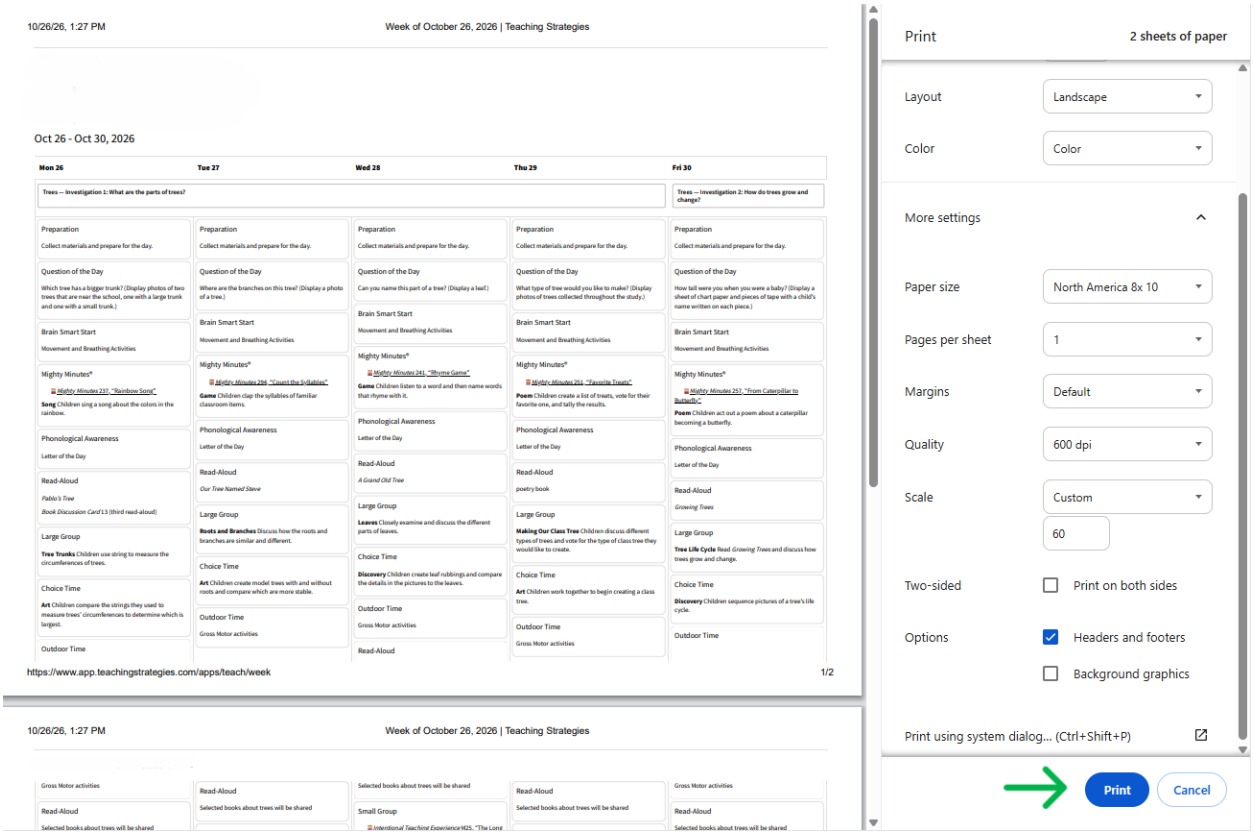
2. Click the details you would like to be on your lesson plan. If you want a two-page document, only click **facilitation description** and **week view**. Click **Print**.



3. In your print settings, find **More Settings** and click the drop-down arrow.



4. To make it where the whole week fits onto one page, find **Scale** and click the drop-down arrow. Select **Custom** and type in **60**.



5. Click **Print**.