

How I export the Bill of Material from LibreOffice Calc as a PDF file:

In the top menu bar click “Format”.

From the dropdown select “Page”.

In the popup select the “Page” tab.

*Fill in the values as described below:

Width: 12.00”

Height: 8.50”

Orientation: Landscape

All Margins: 0.50”

Click the OK button at the bottom of the popup to confirm your settings.

In the top menu bar click “File”.

From the dropdown select “Export as PDF...”

A save prompt should appear which will allow you to choose a save location.

*This formatting is subject to change and is not a standardized format. You’re welcome to use this as a starting point and change things as you feel inclined.