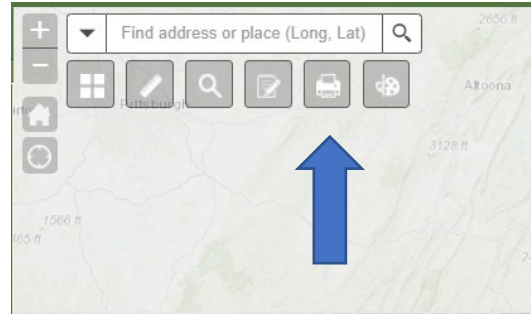# How to Use the Print Map Tool

The Print Map Tool in the WRR is available as a widget on the map. It allows you to print the map as it appears on your screen, including visible data layers and added symbology.
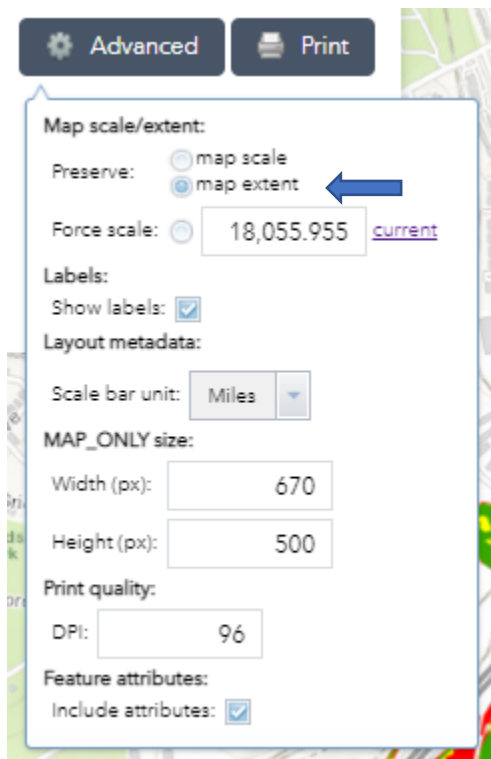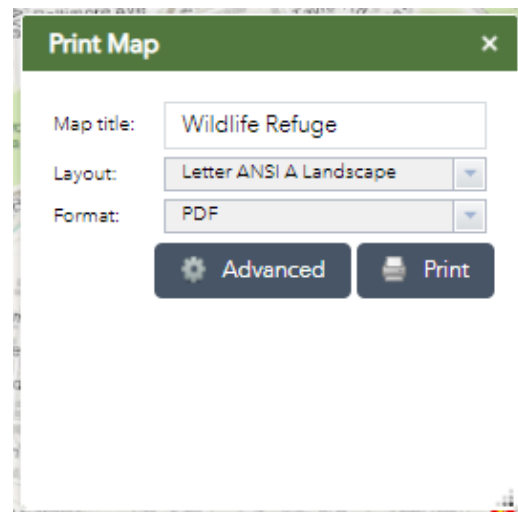
In the upper left-hand corner of the map, the second to last widget on the right is the Print Map tool. Click on this widget.

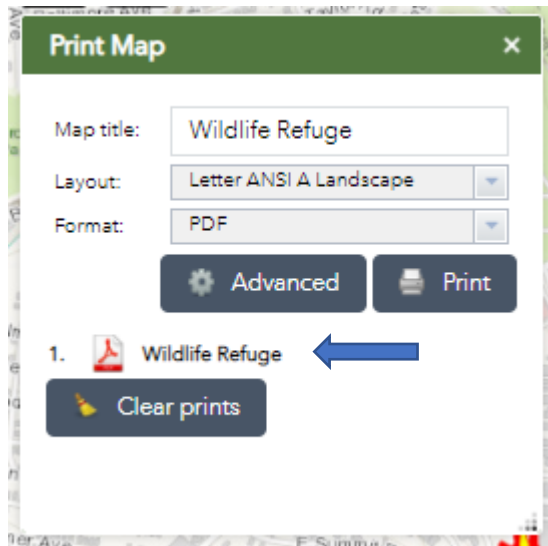A pop-up box will appear prompting you to select a layout and a format.

The default layout 'Letter ANSI A Landscape' will print the map on your screen including a title, scale, and legend. A text box will appear for a Map Title. Type in your desired title.

Click on the Advanced Button for additional modifications.

Under Map scale/extent, choose map extent. This will recreate the map as you see it on the screen.
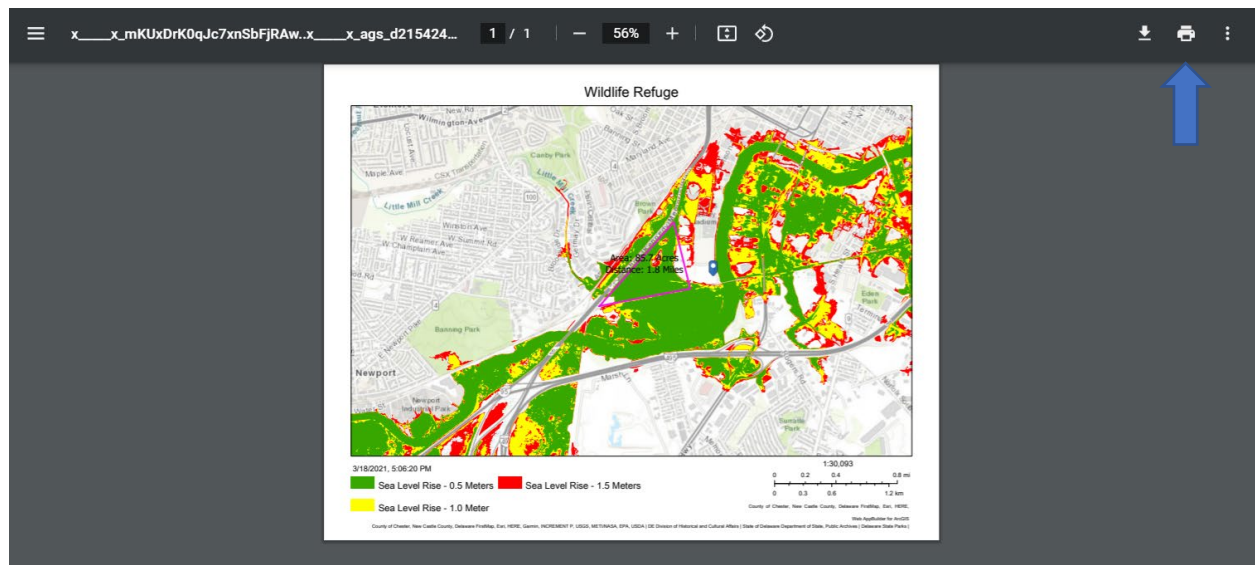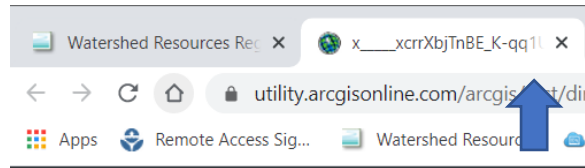
Once you have made your desired modifications to the Advanced panel, click on the Advanced button again to make the pop-up box disappear.

Click Print.

An pdf link appear with the title of your map. Click on this.

A new tab will open on your screen with your map.

In the new tab, there will be a printer icon in the upper right-hand corner. Click on this icon.

A pop-up box will appear.

Under the Destination field, select your desired printer or choose the option to 'Save as PDF' and save the document on your computer.