How to Print from BTT Writer

1. When you are in a project, click the 3-dot menu.
2. Select "Print".
   - A menu of options will pop up. Select the options you want for your printed project. (For checking steps, it is helpful to select all the options.)
   - Click "Create Preview".
3. When the preview opens, click the "Save to PDF" button at the top.
   - A dialog box will open, allowing you to name the file and choose the location (folder) on your computer where it will be saved. (Note: Some computers use the BTT Writer folder as a default location. This folder is in: Local Disk (C:) > Users > [your username] > BTT-Writer. You might want to create a new folder for your translation projects, or write down the name of the folder where you save them, so you can find them later.)
   - When all settings are correct, click "Save".
   - A notification will pop up saying: "PDF Created: Your project has been successfully saved to a PDF." Click "Close".
4. Open your PDF file from your computer.
   - Open your File Explorer (sometimes a yellow folder icon on your taskbar).
   - Navigate to the folder where you saved your project's PDF file.
   - Open the file.
   - Click the print icon, or click "Menu" and select "Print".