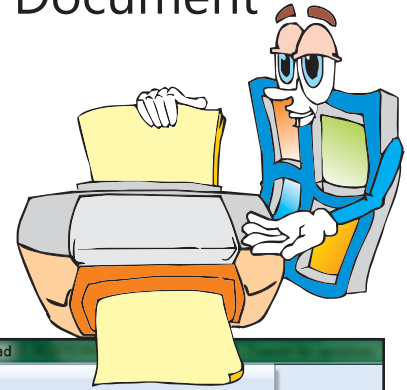# Lesson 43

Hard Evidence

Printing a Document

You may want to print your document instead of reading it on screen. The produced paper copy or printout of your document can serve you more conveniently. You can also save it
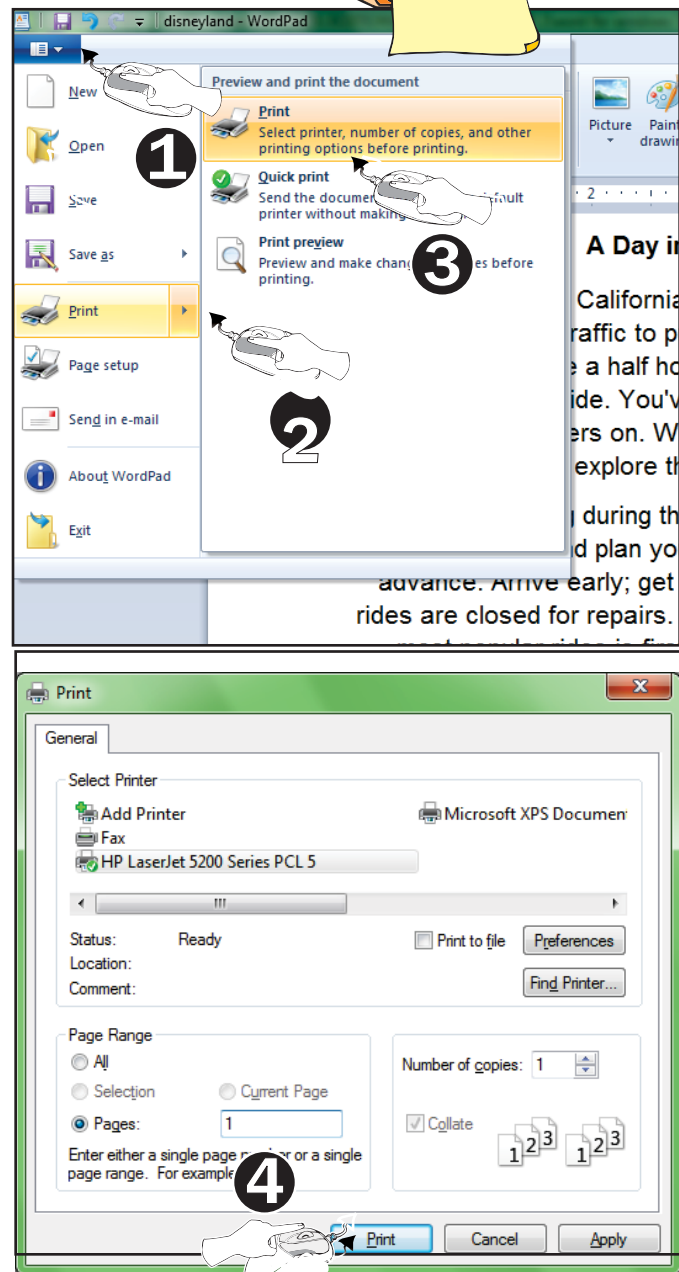
Printing a Document

1. Move the mouse ↖ over **WordPad Button** and then press the left button.

2. Move the mouse ↖ over **Print tab** (▶) and then press the left button.

3. Move the mouse ↖ over **Print** and then press the left button.
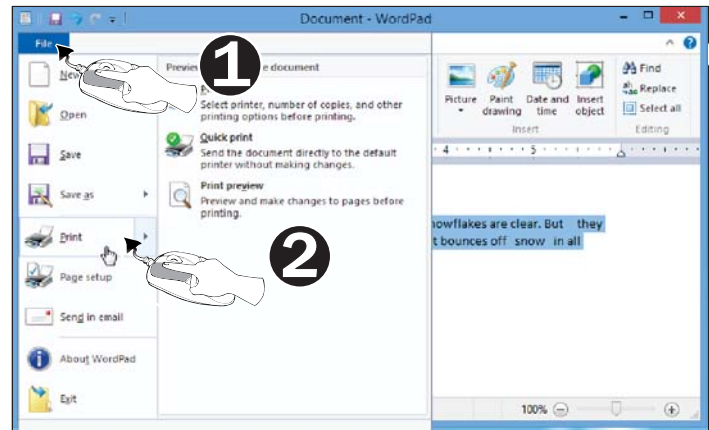
    The Print dialog box appears.

3. To print the document, move the mouse ↖ over **Print** and then press the left button.

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Printing a Document

1. Move the mouse ⬉ over **File** and then press the left button.

2. Move the mouse ⬉ over **Print** and then press the left button.

   The Print dialog box appears.

3. To print the document, move the mouse ⬉ over **Print** and then press the left button.