## **How to Print**

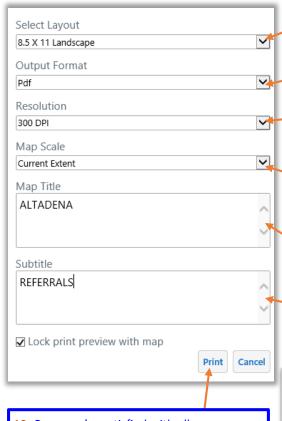
1. Start by clicking on the "Tasks" tab GIS-NET | Planning & Zonling Information for UNINCORPORATED LA. C. 2. Now, click on the "Print to PDF" tool to open the tool in the Information Panel (your Map Scale can be seen in the red ellipse) All Available Layers Filter Layers... — 

GIS Layers

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GIS Layers

GIS La + 🗷 Administrative Layers and Districts + 👿 Environmental Resources + 🗷 Land and Building Outlines + 🗷 Land and Water Features - Permit Activity Case History Points (EnerGov) ☐ Case History Lines (EnerGov) ☐ Case History Polygons (EnerGov) ☐ Enforcement Case Status (KIVA) Print to PDF ☐ Enforcement CUP Parcel ₩ GIS-NET for HTML5 📚 Layers Basemaps Scale 1: 4,514 Output Format INFO ONLY - The PRINT AREA SHOWN will be the same as 300 DPI the Map Scale shown (or chosen). Here it says "Current Map Scale Current Exten Extent" or the whole map area that we see. Map Title 3. The PRINT AREA (the area that will be seen on your print document) will now be SHADED IN RED. INFO ONLY - A checkmark in the checkbox will move the print AREA SHOWN along with the map (as you pan). 😭 GIS-NET for H. 😸 Layers 📄 Print to PDF <u>INFO ONLY</u> - No checkmark in the checkbox keeps the Type here to search print AREA SHOWN in a stationary location.

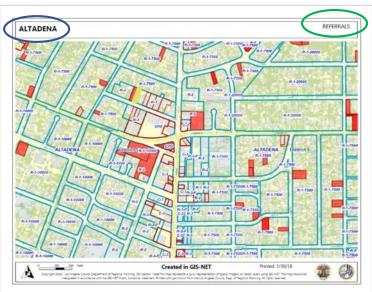


- **10**. Once you're satisfied with all your entries, click on the "Print" button (or Cancel the print job).
- **11**. When finished, you'll be presented with "Open File" button to see your document.



**4.** By clicking on the "Select Layout" drop-down arrow (left), you'll be presented with the options to choose to print from on the right.

- 5. The document created will be in PDF format.
- **6.** You'll now have the option to choose between 200 or 300 dots per inch (how detailed) your map document will be.
- 7. Next, change your "Map Scale" or leave it as is. It presently shows "Current Extent" which also happens to currently be 1:4,514 (see red ellipse)
- **8.** Now, you can add your "Map Title" (see blue ellipse, on map below).
- **9**. You can now add a "Subtitle". (see green ellipse, on map below).



8.5 X 11 Landscape 8.5 x 11 Portrait 11 X 17 Landscape

200 DPI

Current Scale - 1: 4514

11 x 17 Portrait

300 DF

