



Printing Content – a Student Tutorial

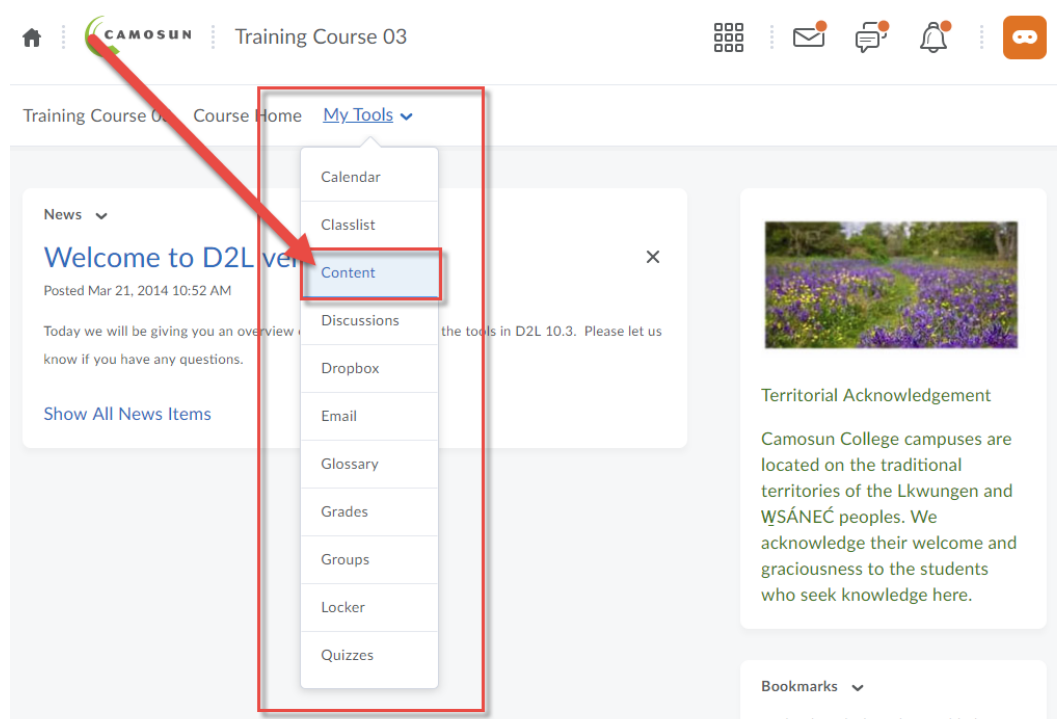
This tutorial is for students who want to print course materials in the Content tool. For further information, please contact elearning@camosun.ca for assistance.

Scenario

This tutorial will cover the steps involved with printing course materials (PDFs, WORD documents, PPTs, etc.) in the Content tool.

Steps

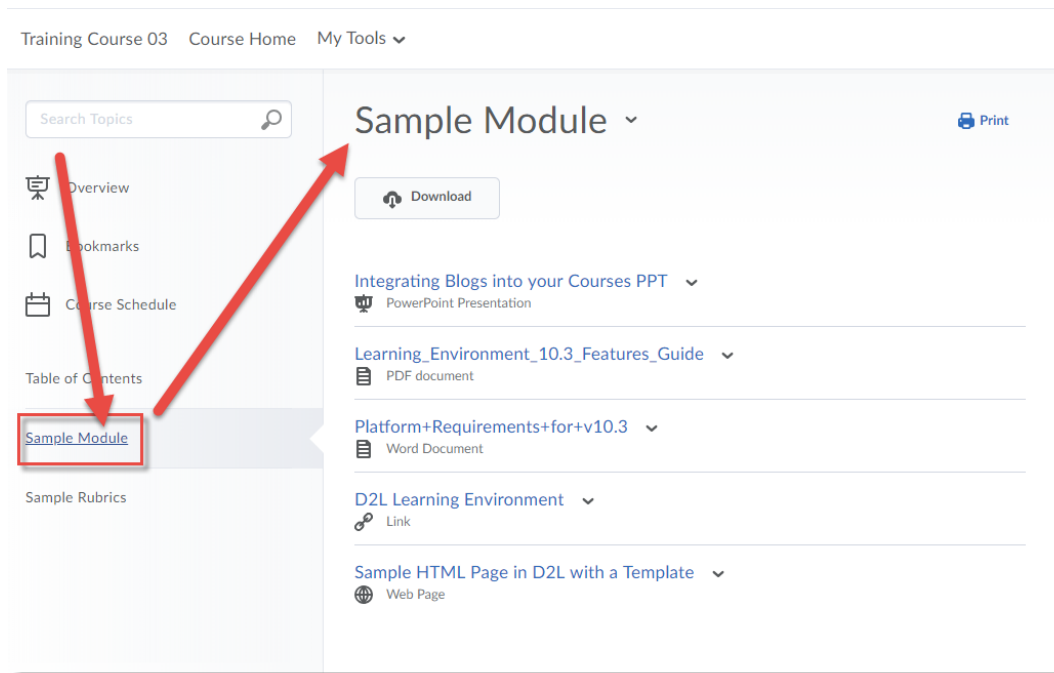
1. Go to your course in D2L.
2. Go to the **Content** tool (through the Tools drop-down menu in the navigation bar).



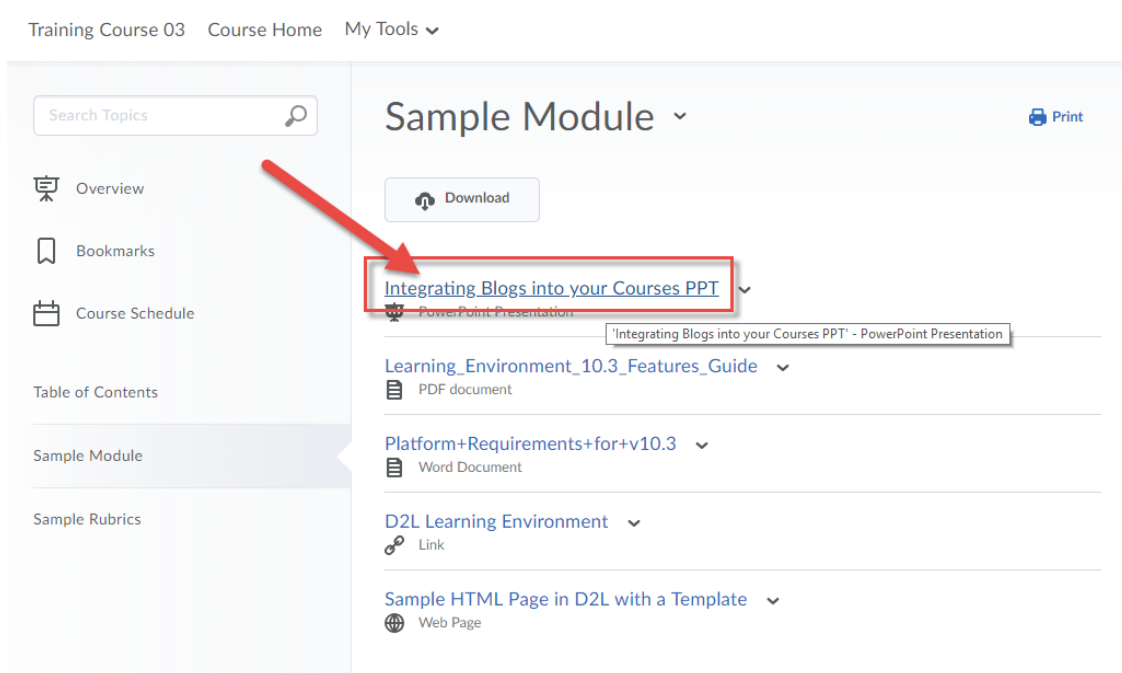
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To print documents (WORD, PDF, PPT)

3. In the **Table of Contents** box, click on the title of the Module containing the files/pages you want to print.

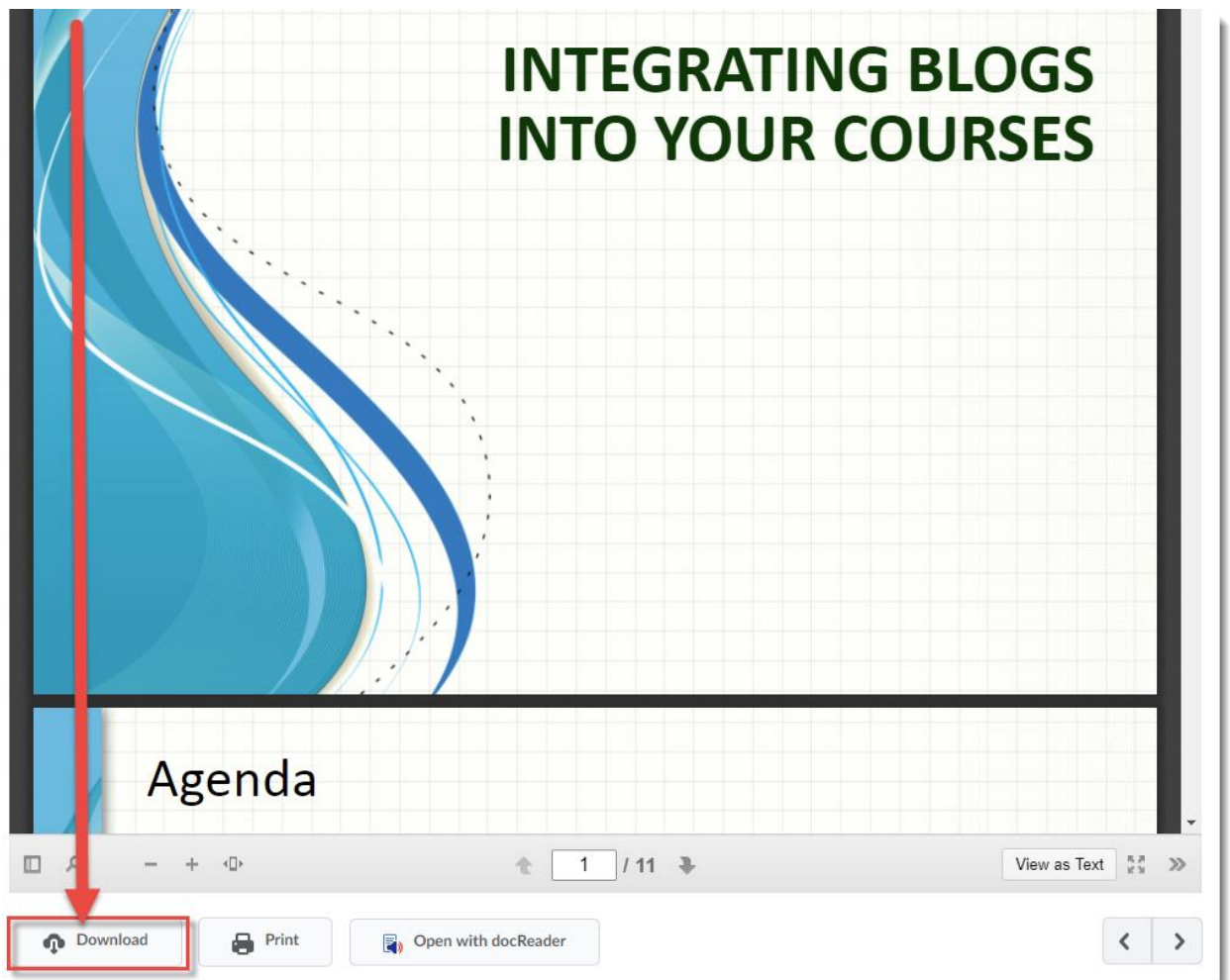


4. Click on the title of the content page you want to print.



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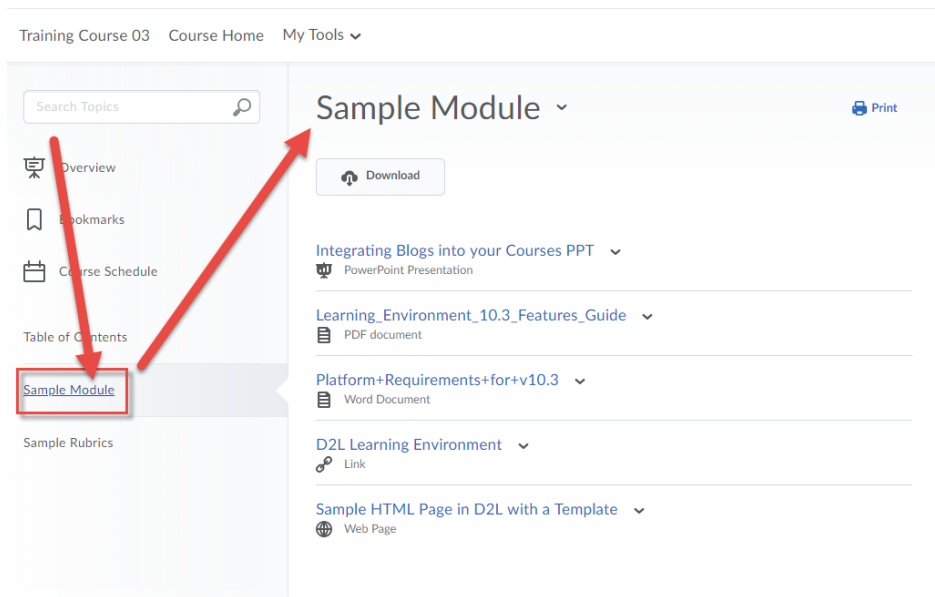
5. Scroll down to the bottom of the content page and click the **Download** button to save the file to your computer, then open it in the appropriate program (for example, WORD or PowerPoint) and print the document from there.



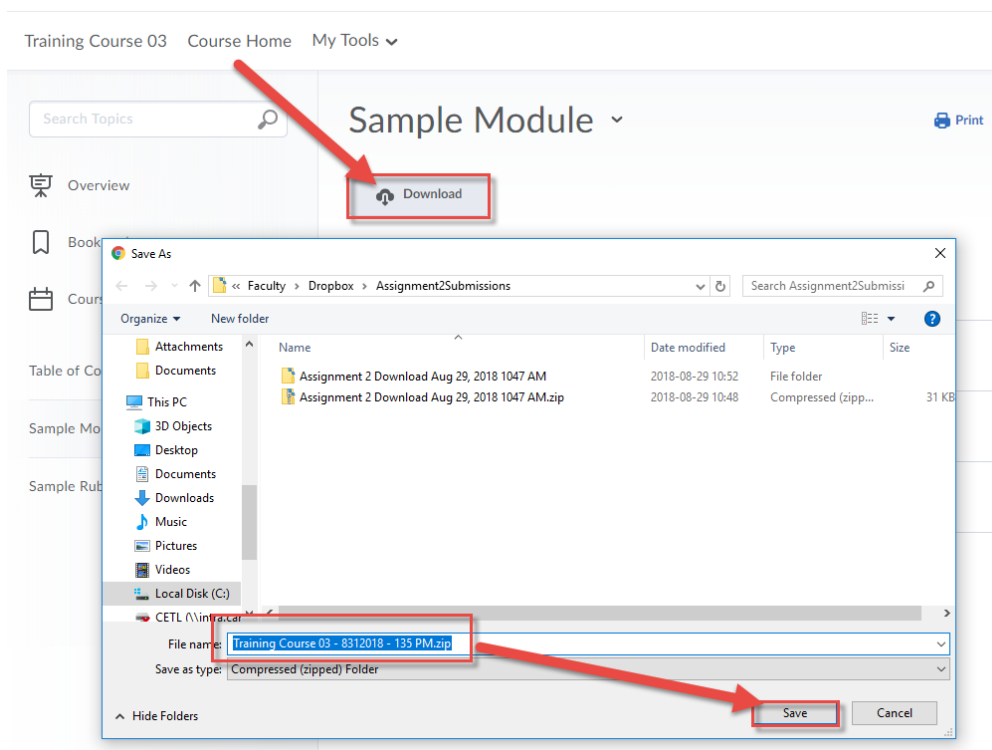
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To print multiple pages of Content

1. In the **Table of Contents** box, click on the title of the Module you want to work with.



2. Click the **Download** button at the top of the page. The files in the Module will be “compressed” into a zip file, which you can save onto your computer, and then unzip into separate files which you can then print.



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