

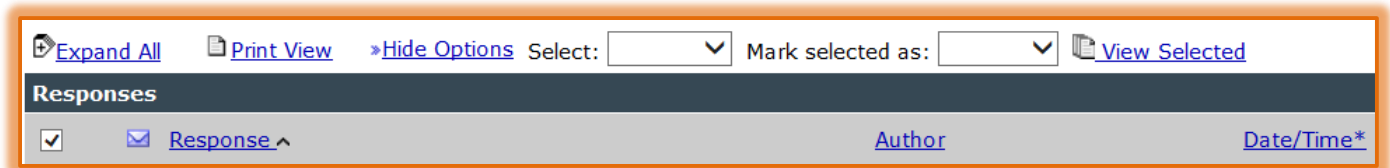
Threaded Discussion-Print Threads

There are two different ways to print Threaded Discussions. They are explained in the next two sections.

Print the Threaded Discussion Display

This option prints exactly what displays on the page. If the threads are expanded, all the text in the threads will print.

- 🖥️ Click the **Author** tab on the **Navigation Tree**.
- 🖥️ Open the **Threaded Discussion Content Item**.
- 🖥️ Locate the **Threaded Discussion** that is to be printed.
- 🖥️ Do one of the following:
 - 🔗 Click the **Expand All** link to open or expand all the **Threaded** responses (see illustration below left).
 - 🔗 Click the plus (+) sign next to the thread that is to be printed.



- 🖥️ Click the **Print** button in the browser window (see illustration above right).

Print a Printer-Friendly Version

Use this option to print the discussion without all the links under the response, such as Reply, Edit, and Email. This option does include the Read/Unread status of each Thread.

- 🖥️ Click the **Author** tab on the **Navigation Tree**.
- 🖥️ Open the **Threaded Discussion Content Item**.
- 🖥️ Locate the **Threaded Discussion** that is to be printed.
- 🖥️ Click the **Print View** button (see illustration above).
- 🖥️ A **Printer-Friendly** version of the **Thread** will open in a new browser window.
- 🖥️ In the new window, right-click and select **Print**.