## **How Do I Print or Save a Proposal as a PDF?** (9.25.2020)

Go to www.elcamino.edu/academics/ccc for updated User Guides

1. Log in: Go to: <a href="https://elcamino.curriculog.com">https://elcamino.curriculog.com</a> Click Log-In	
My Tasks My Proposals Watch List All Pr	oposals
+ New Proposal	
Filter by: All Proposals • Advanced Filter	Show: 10 results ▼
AHIS - 102C - History of Western Art - 19th Cent Contemporary Times Steps: OOOOOOO Last Activity: Sep 15, 2020 3:36 PM by BEVERLY KNAPP	Hover over the area to make the icons appear.
3. Scroll to the top of the page and click on the printer icon  CDEV - 129 - Introduction to Program Administration	
20-21 1-Course Modification Proposal	
	<b>⊕</b> ♣
4. Click on Print Options on the top right.  Print Options	
5. Select Summary Fields Only and Click Print Proposal.	
Which proposal details would you like to include in the printed proposal?  Summary Fields Only  Crosslisting (Name of the crosslistings)	

Signatures

Comments (only the comments you can view) Tracking (printing in color will help the readability)

Decision Summary for the Current Step

**Close Options** 

**6. When your printer window opens**, you can either print it or save it as a PDF.

Select Options Print Proposal

Files (Name of the file and author)