To download calendar to printable format.

- 1. Right-click on URL
- 2. Click "Save Target as"

File Edit View Favorites	s Tools Help							
👍 🧿 Active Server Pages Tu	utorial 🧧 Best of the	Web	🗿 Channel Guide 🎒 Free Hotma	I m Get M				
Family Court Services Therapeutic Specialty Courts	(The where's my case cocator was designed as an app for s browser)							
Superior Court Payments	Mond	Tur						
Court History News	9:00 am Arraic	Open						
istrict Court	9:00 am 1st A		Open in new tab	nt Caler				
Lucy Service	Add-Off Docke		Save target as					
Interpreter Service	9:00 am Juver (Delinquency) Add-On Docke 9:00 am Depe Law Annex 2:00 pm Juver Plea/Readines		Print target	ppearance C t to 1st Appe				
ADA Policy Domestic Violence Video Court Holidays Documents and forms News Contacts Links			Cut Copy	otection Ord				
		ø	Paste	<u>iile Offender</u>				
			E-mail with Windows Live	t to Juvenile				
	1:30 pm Adult Docket Add-On to Cha	ata	Translate with Bing	<u>)f-Custody C</u>				
			All Accelerators	•				
	1:30 pm Truar		Add to favorites	Support Do				
	2:45 pm Depe Court at Family		Append Link Target to Existing PDF Append to Existing PDF Convert Link Target to Adobe PDF Convert to Adobe PDF Send to OneNote					
			Properties					

- 3. When the dialog box opens click on the Drop-down arrow and change to <u>All Files</u>.
- 4. Rename to File name with extension <u>.doc</u>
- 5. Save to a location/folder on your computer where you can easily find it.
- 6. Open the file you just saved by double clicking on it. (Note: if you name it with a file extension of .docx, it probably will not automatically open in Word.)

## 7. Click on "Page Layout"

W 2 7 . U A	<u>a</u> =					An	aign.doc - Mi	crosoft Word	1
File Home	Insert	Page Layout	References N	lailings	Review \	/iew Deve	loper Add	-Ins Acro	obat
Themes	Margins Or	ientation Size	Columns + be- Hyp	aks * e Numbers * ohenation *	Watermark	Page Pag Color + Bord	Indent	0° 0°	Spacin ↓ = B ↓ = A
Themes	*	Last Custom Se Top: 0.5" Left: 0.5"	tting Bottom: 0.5" Right: 0.5"	15	Page I	Background		Pari	agraph
		Normal           Top:         1°           Left:         1°           Narrow         Top:         0.5°           Left:         0.5°	Bottom: 1" Right: 1" Bottom: 0.5" Right: 0.5"						
		Moderate           Top:         1°           Left:         0.75°           Wide         1°           Top:         1°           Left:         2°	Bottom: 1" Right: 0.75" Bottom: 1" Right: 2"	PARED * 14 12:3	*	STATE OF	WASHINGT TUESDAY CRI SCOTT COL	ON IN AN , MARCH MINAL DO LIER, #1	D FOR 25, 20 CKET 0 PRES
		Mirrored Top: 1* Inside: 1.25*	Bottom: 1" Outside:1"		8-5				
	*	Office 2003 Def. Top: 1" Left: 1.25" Custom Margin	ault Bottom: 1* Right: 1.25* Is	STAT VS HERN #10	E OF WAS ANDEZ, K STATUS R	HINGTON IRK MICHA EVIEW 9 &	EL		PROS PHEL ANDE
	Cust	om M <u>a</u> rgins		]					

- 8. Click on a margin setting to set all margins at 0.5 Top, 0.5 Bottom, 0.5 Left, 0.5 Right.
- 9. Next scroll through the document and delete any blank pages.
- 10.Click on the File tab and click Save As



Change the "Save as Type: to Word 97-2003 Document (\*.doc) or Word Document(\*.docx)



Now that document formatting is fixed you can Print the calendar.