

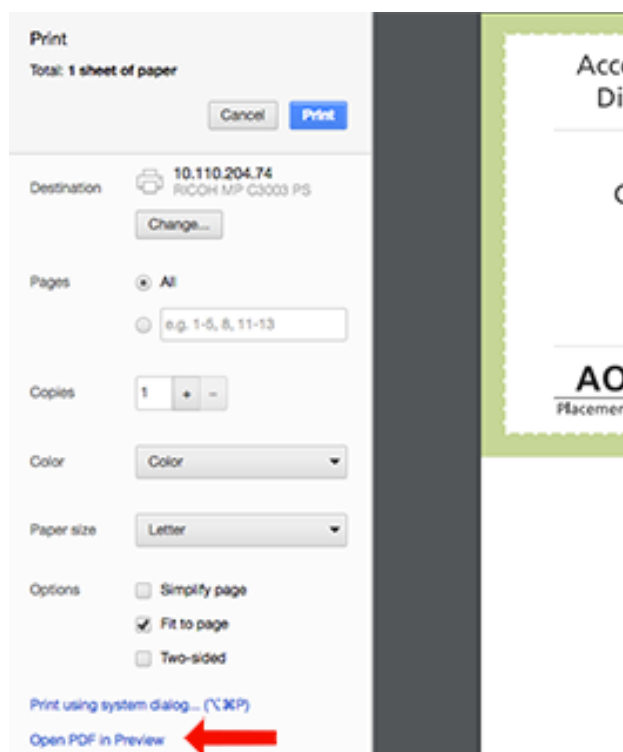
Printing your certificate in landscape orientation

(This demonstration is done using Google Chrome as the web browser on a MAC system. Different browsers and PC's may respond differently, however, the object is to save your certificate as a PDF and print it from a PDF viewer)

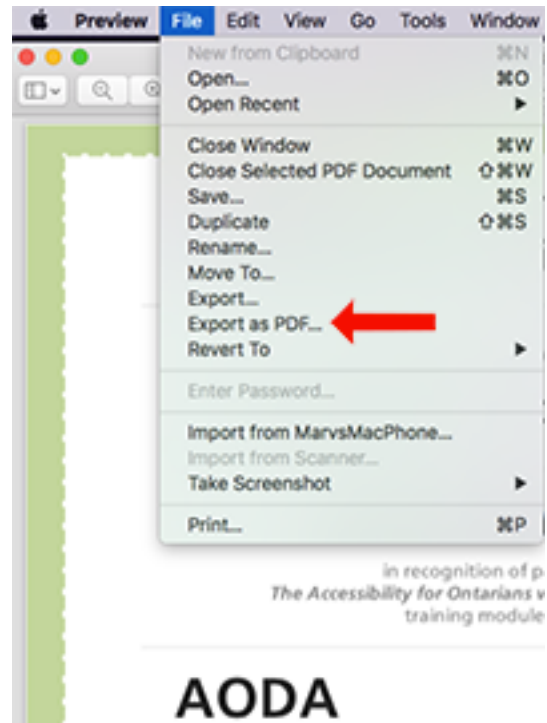
After you have successfully passed your exam, select print from the print certificate page.



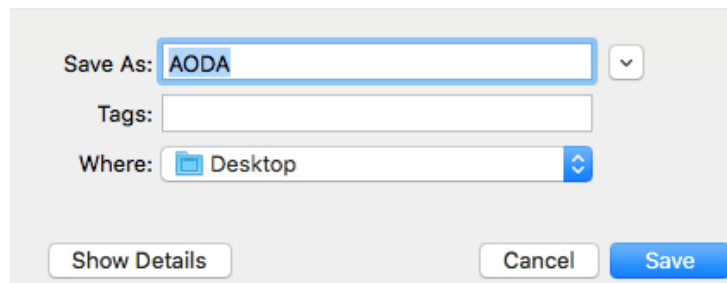
At the bottom of the print preview screen, select Open [PDF in Preview](#).



Once it opens your certificate in Preview, go File > Export as PDF

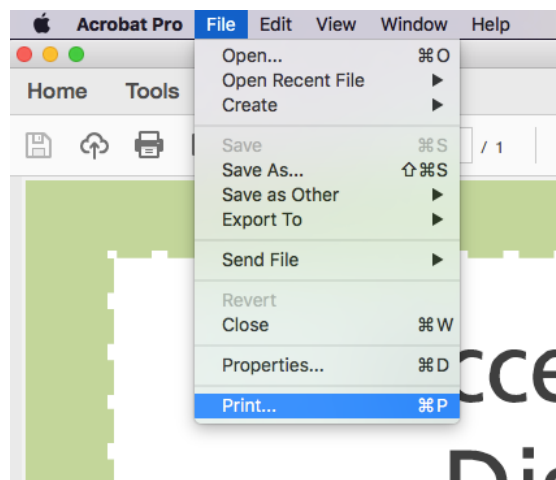


Name the file and save it to a location you can retrieve it.



When you have the file, double-click it to open it in Adobe Viewer.

From there select File > Print.



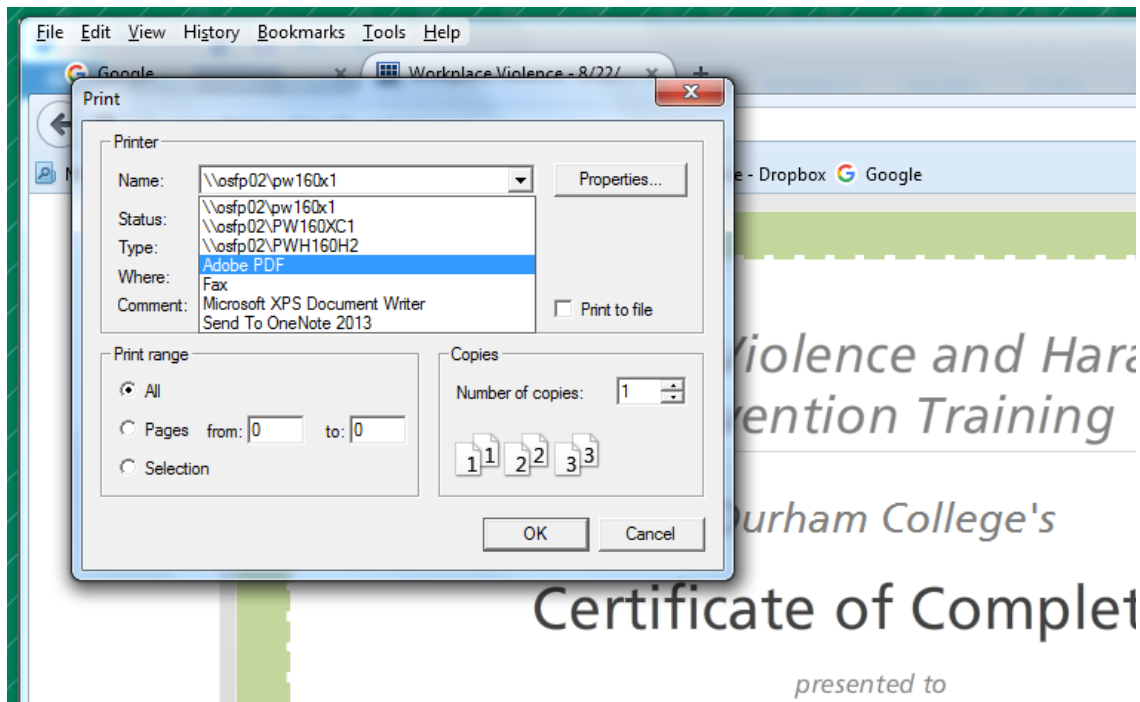
From the Print Manager Screen, select **Landscape** under **Orientation** and add a **Custom Scale** of **125%**. This will get your certificate ready to print a 1:1 certificate size. When ready, select Print.



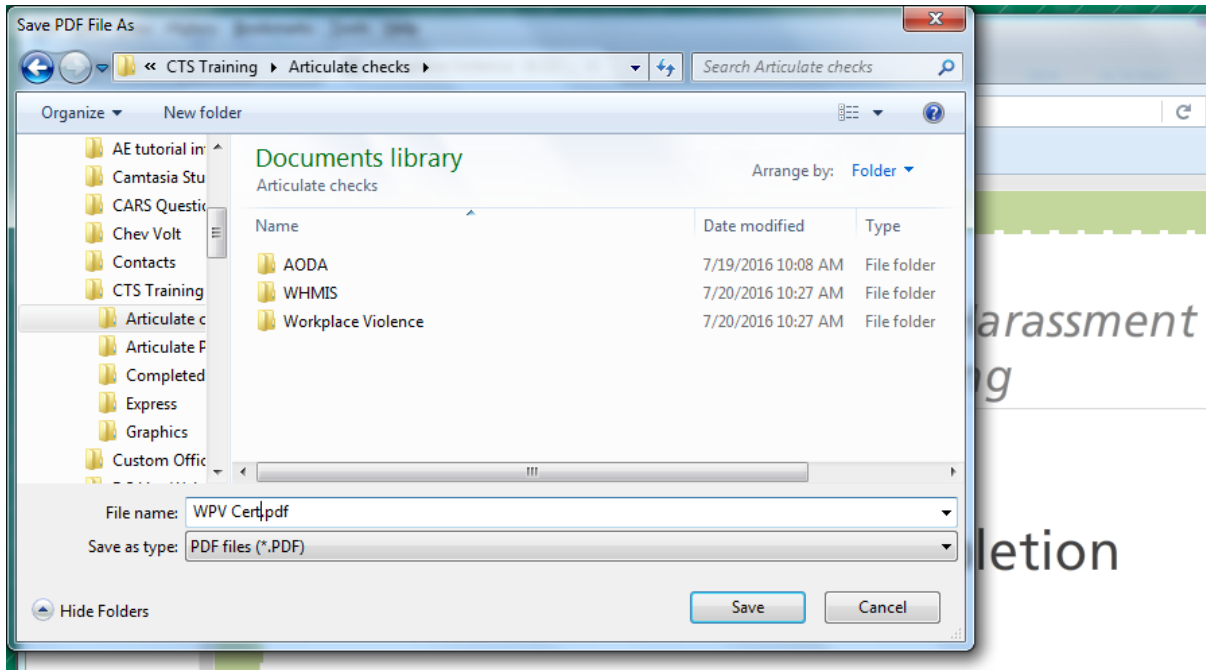
For a PC (Windows-based computer), the process is basically the same, however the screens may appear to be a bit different.

Once you reach the certificate:

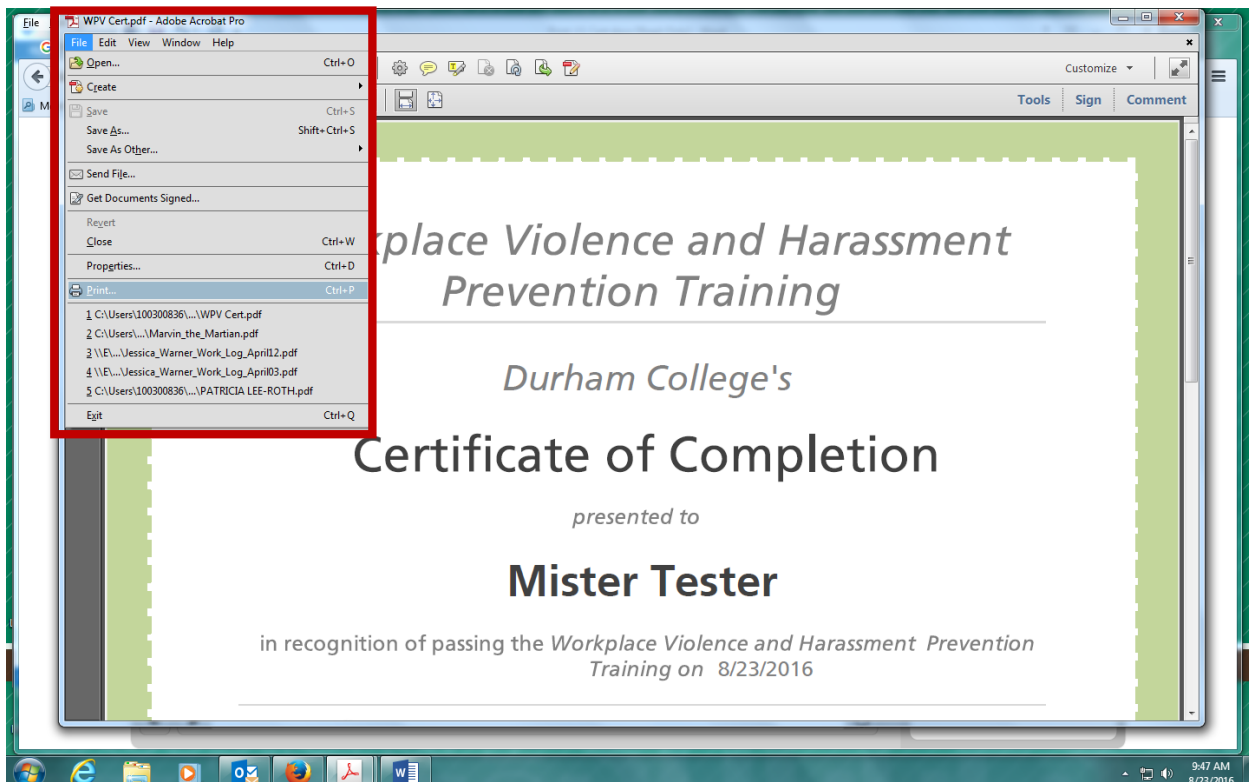
Select Print, then use the drop down menu to select "Adobe PDF"



As in the previous example, Name your file, then choose a place on your computer where you can access the file after it has been saved.



Once you have saved it, go into the folder where you have saved it and open it up, using “Adobe Viewer” (the file should automatically open in Adobe viewer, if you double click). Then, select “File”, then “Print”.



Once you select “Print”, you will see a dialogue box open. Set the Orientation to “Landscape”, and Custom Scale to 125%. Finally, Select “Print”.

