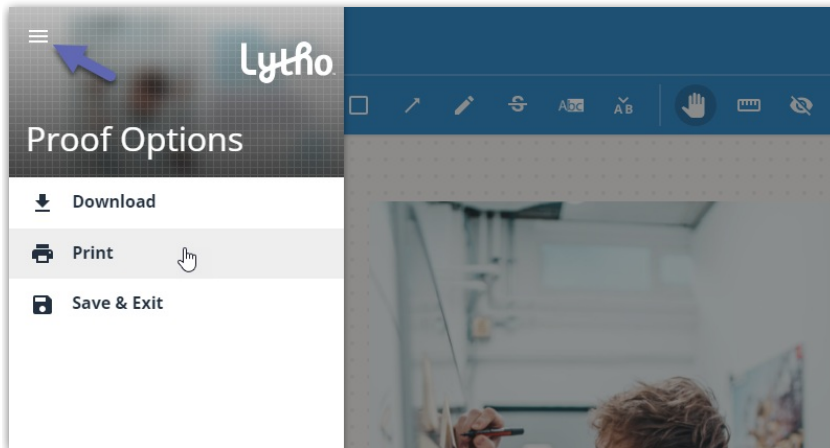


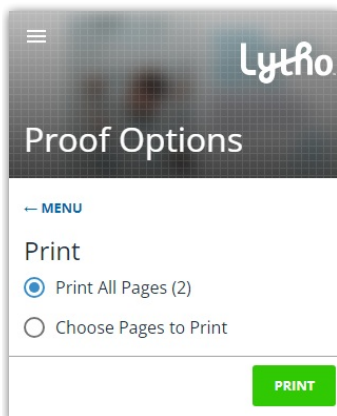
Proof Printing

Published on 01/27/2022

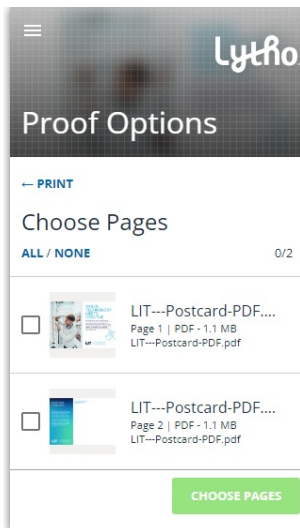
From the review environment, reviewers can generate and download a PDF of assets including comments, annotations and approval statuses. You can access that option (called "**Print**") via the **Proof Options** menu in the top left-hand corner.



When you select **Print**, you will then be prompted to select an option to '**Print All Pages**' or '**Choose Pages to Print**' to include in your PDF report.

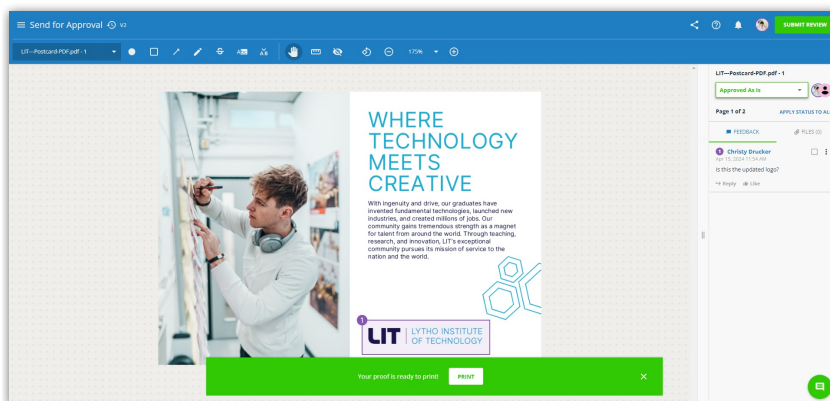


The **Choose Pages** menu will allow you to select the individual pages for your PDF via a checkbox.



The Print Proof option will only print the Review version you're currently viewing. To print previous [review versions](https://guide.lytho.com/help/intro-review-approval#review-versioning) (<https://guide.lytho.com/help/intro-review-approval#review-versioning>), navigate to the version you would like to print and follow the above instructions.

Once you have selected the pages you would like to include, click **CHOOSE PAGES** and then click the final **PRINT** button. Banners will then appear at the bottom of the review environment indicating PDF preparation and readiness. Once the PDF is ready to download, you will select the **PRINT** button located in the green banner at the bottom center of the screen.



The generated PDF file will include a cover page with a summary of reviewer approval statuses. Each subsequent page will then show images of the included assets with annotations alongside reviewer collaboration.


Send for Approval		
Asset	Approved As Is	Not reviewed
Page 1 of 2 LIT---Postcard-PDF.pdf - 1	Christy Drucker May 06, 2024 03:51 PM EDT	Grace Deng

Reviewer Summary

Send for Approval
Page 1 of 2: LIT---Postcard-PDF.pdf - 1
Annotations & Comments (1 of 1)

Printed May 06, 2024 03:54 PM EDT

- Christy Drucker
Approved As Is
Is this the updated logo?
Apr 17, 2024 11:54 AM EDT
- Christy Drucker
Approved As Is
Can we replace this image with one showcasing a lot of students talking around a table? Something that showcases the collaborative nature of our institute.
May 06, 2024 03:51 PM EDT
- Christy Drucker
Approved As Is
I really like this design. Can we use it more?
May 06, 2024 03:54 PM EDT



Annotations & Comments page


Use the options in the top-right corner to save as a PDF or print.

2 / 2 | 100% + | [Icons]

d-PDF.pdf - 1
F 1)

Printed May 06, 2024 03:54 PM EDT

- Christy Drucker
Approved As Is
Is this the updated logo?
Apr 17, 2024 11:54 AM EDT
- Christy Drucker
Approved As Is
Can we replace this image with one showcasing a lot of students talking around a table? Something that showcases the collaborative nature of our institute.
May 06, 2024 03:51 PM EDT
- Christy Drucker
Approved As Is
I really like this design. Can we use it more?
May 06, 2024 03:54 PM EDT




If you would like the Proof assets without annotations, you have the option to [Download Proof](https://guide-ignite.inmotionnow.com/help/proof-downloading) (<https://guide-ignite.inmotionnow.com/help/proof-downloading>).

© 2024 Lytho, Inc. All rights reserved. | [Privacy Policy](https://www.lytho.com/privacy-policy/) (<https://www.lytho.com/privacy-policy/>)
Have a friend who could benefit from Lytho? [Refer them and get a \\$200 gift card!](https://www.lytho.com/share-the-lytho-love/) (<https://www.lytho.com/share-the-lytho-love/>)