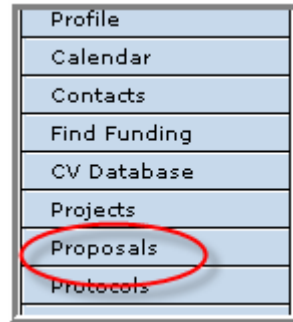


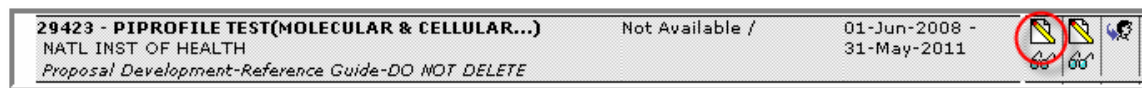
HOW TO VIEW AND PRINT FORMS IN INFOED

This step may be done at any time during the proposal development process. You do not need to wait until you have completed all sections of the proposal.

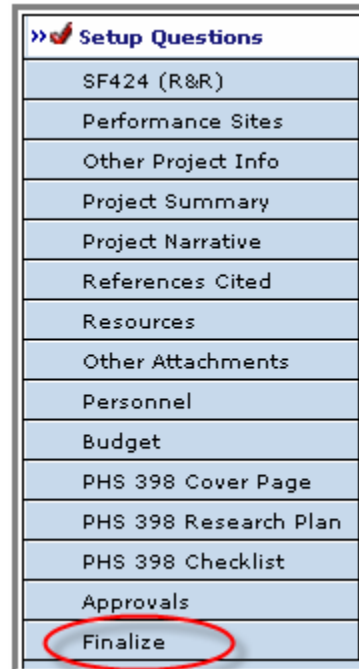
Log in to InfoEd, and go to Proposals.



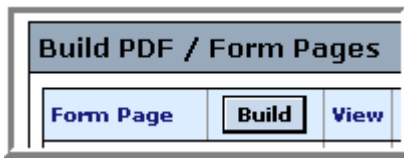
Locate the proposal you are working on, and click on the Edit icon to open it.



Go to the Finalize tab on the Main Menu.



Click on the BUILD button under the Build PDF/Form Pages section. This will build PDF documents for each section of your proposal.



Once you build the PDF pages, the screen will appear as below. Click on the eyeglasses icon to view the PDF of each section. Once you open the PDF, you can print the document, save a copy to your desktop or drive, e-mail, etc as needed.

Build PDF / Form Pages				
Form Page	Build	View	Last Built	Built By
SF424 (R&R)			27-Nov-2007 12:50:01 PM	Atkinson, Patricia
Performance Sites			27-Nov-2007 12:50:02 PM	Atkinson, Patricia
Other Project Info			27-Nov-2007 12:50:03 PM	Atkinson, Patricia
Personnel			27-Nov-2007 12:50:05 PM	Atkinson, Patricia
Budget			27-Nov-2007 12:50:10 PM	Atkinson, Patricia
PHS 398 Cover Page			27-Nov-2007 12:50:11 PM	Atkinson, Patricia
PHS 398 Research Plan			27-Nov-2007 12:50:13 PM	Atkinson, Patricia
PHS 398 Checklist			27-Nov-2007 12:50:14 PM	Atkinson, Patricia



NOTE: This step is required at the end of the InfoEd proposal development process in order to submit the proposal electronically. However, you may also complete this step at any time during the proposal development process.