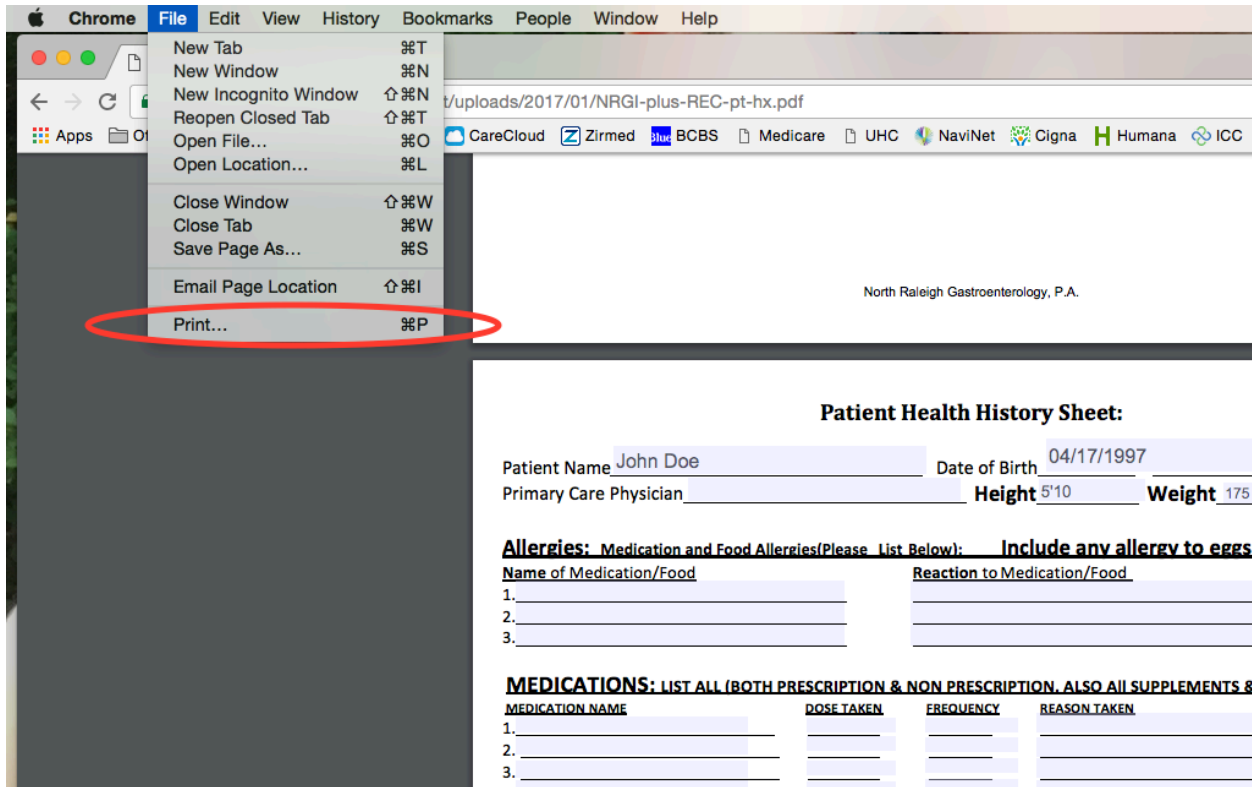


Tips for saving your completed forms

If the fields you've filled out did not save when you tried Save As and gave the document a unique name, try using this method:

Chrome browser: Go to the File menu, then chose Print.



Under Destination, chose "Change"




The image shows a print dialog box overlaid on a patient information form. The print dialog box is titled "Print" and shows "Total: 5 sheets of paper (10 pages)". It has "Cancel" and "Print" buttons. Under "Destination", it shows "HP LaserJet 2300 series Erin's iMac" and a "Change..." button which is circled in red. Other settings include "Pages" (All selected), "Copies" (1), "Paper size" (Letter), "Scale" (95), and "Options" (Fit to page and Two-sided checked). The form in the background contains fields for Name (John Doe), Social Security #, Address, Phone, Employer, Marital Status, Gender, and various authorization checkboxes.

***Do you have any of the following? IF YES--contact your GI physician***






Change your destination to "save as PDF"

Select a destination Showing destinations for forms@nrgi.org ✕


**Recent Destinations**

-  Save as PDF
-  Brother HL-2270DW series
-  HP LaserJet 2300 series

**Local Destinations** [Manage...](#)

-  Save as PDF
-  Brother HL-2270DW series
-  Canon MX850 series @ Amanda's iMac 2
-  HP LaserJet 2300 series
-  HP LaserJet P2055dn @ Heather's Computer (3)

**Google Cloud Print** [Set up to add printers...](#)

-  Save to Google Drive

HP La  
Erin's i

Change...

All

e.g. 1-5

1

Letter

95

Fit to page

Two-side

g system dialog...

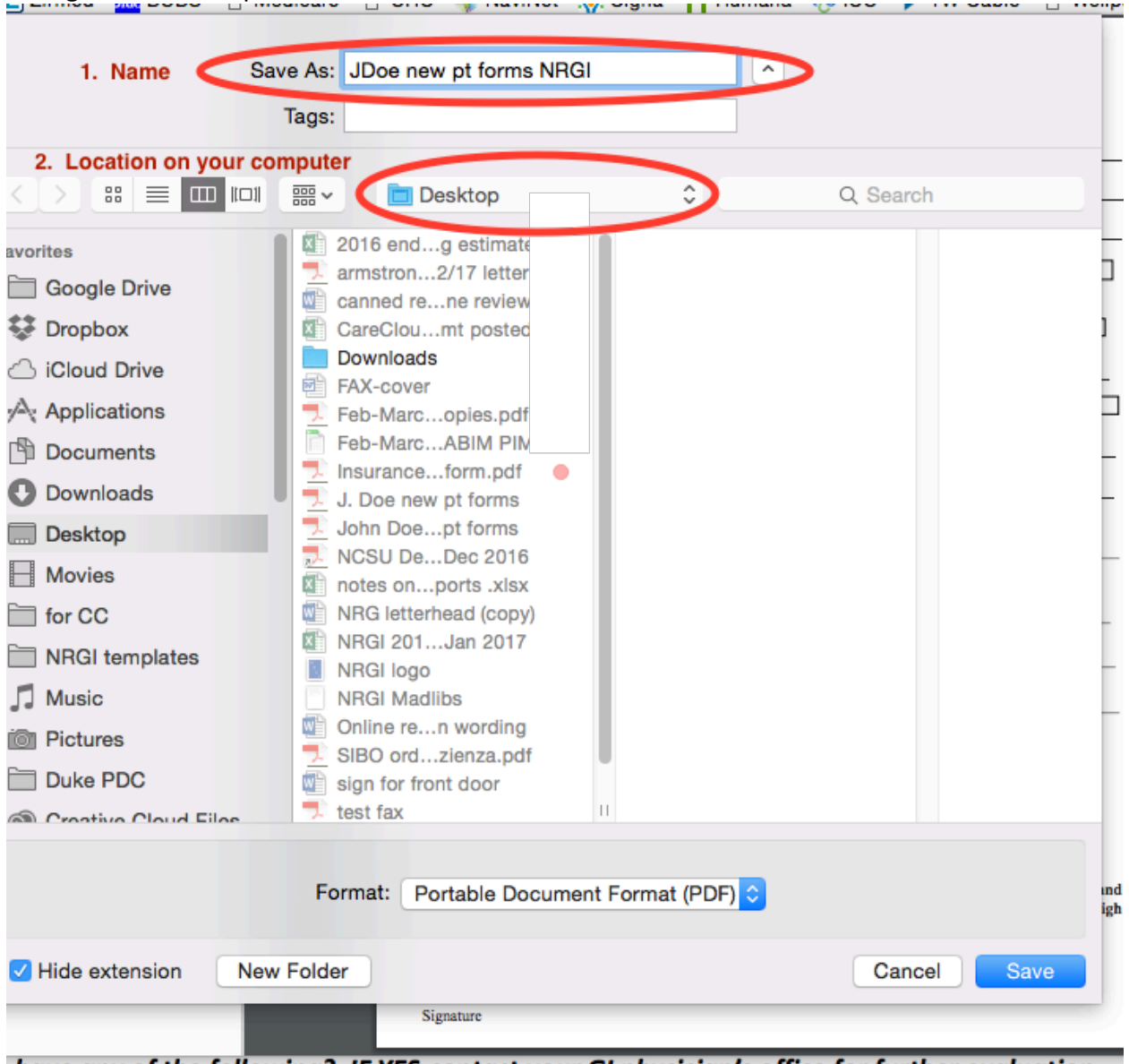
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1. Give the document a unique **name** (ex: JDoe new pt forms NRG)
2. Remember the **location on your computer** you're saving the document to. Here we're saving to the Desktop



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