



# How to Save or Print Banner Output

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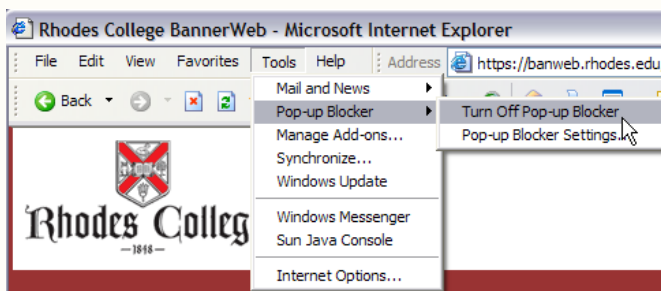
When you are on the "Saved Output Review" screen, where you can review the output for a particular process, select the process number you want to view, such as the **.lis** file.

Next, select "Show Document" from the Options menu. This will confirm that you want to show the file in a web browser. Select Yes.

A new web browser window will open. From there, you can view all of the data, use **File > Save As** to save it to a file, or print it.

If you do not get a new web browser window with your process output, most likely you have some type of pop-up blocker stopping that new window from appearing with your content.

Select **Tools > Pop-up Blocker > Turn Off Pop-up Blocker** to allow these (and all other) pop-ups to display ...



... or select **Pop-up Blocker Settings** instead and add **banweb.rhodes.edu** and **inb7.rhodes.edu** as allowed sites.

