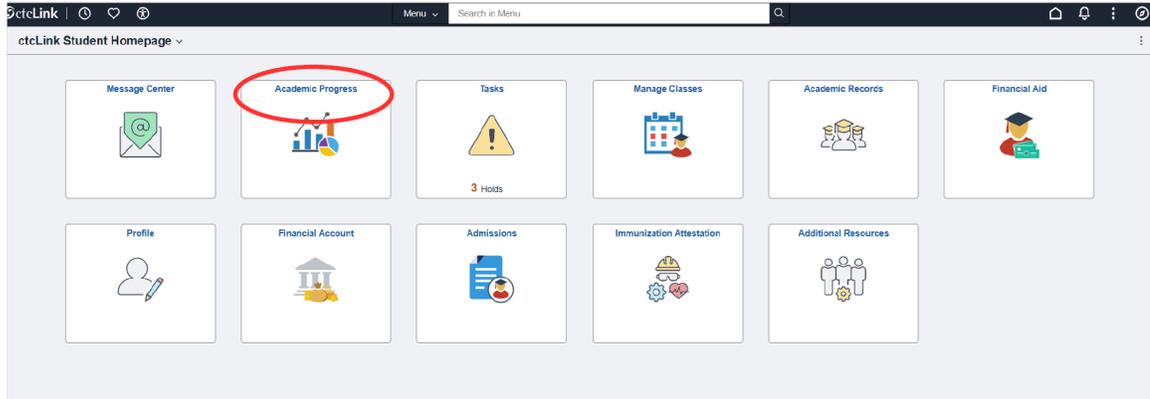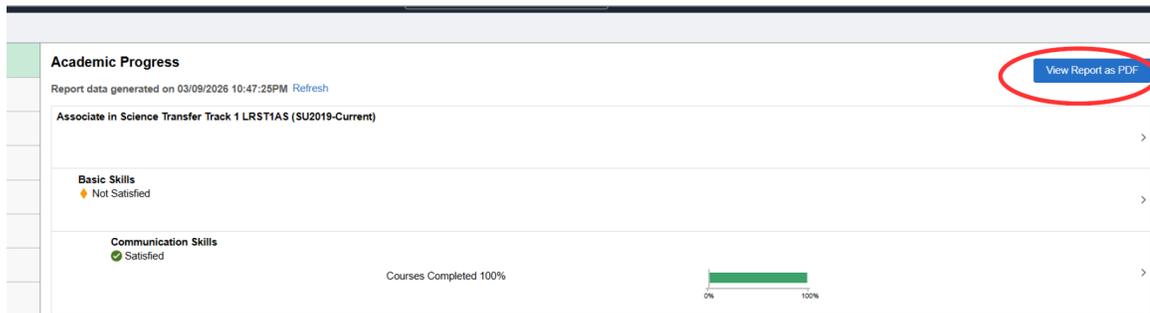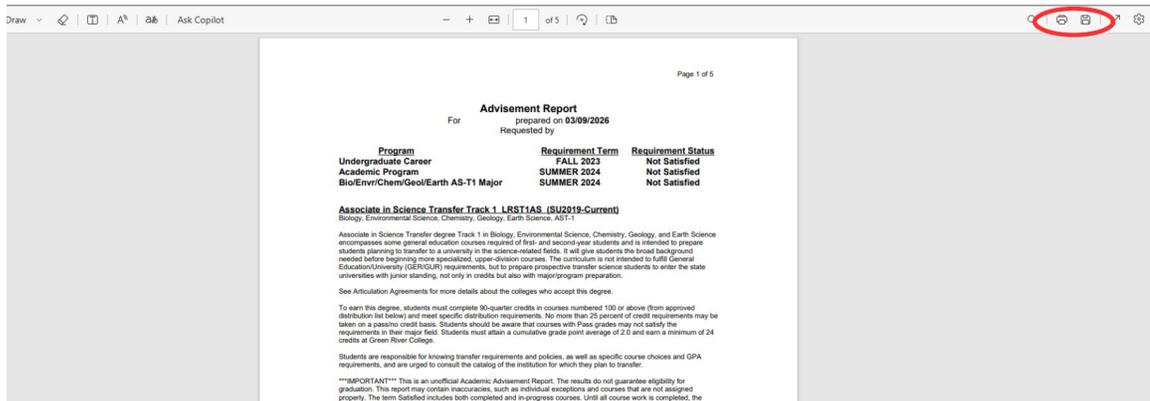# How to Save Your Academic Progress Report as a PDF

1. Log into your ctcLink homepage.
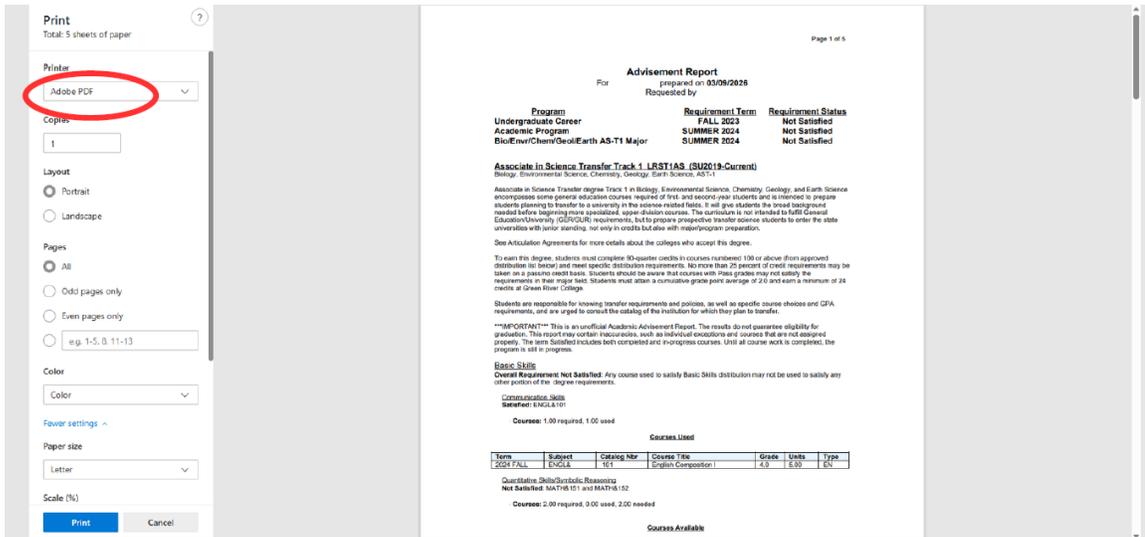2. Select the Academic Progress tile.

3. Academic Progress will already be selected. Change the college in the top left to Green River if it is not already selected.
4. Click "View Report as PDF" in the top right corner.

5. Click the Printer icon in the top right

6. Choose the "Microsoft Print to PDF" or "Save as PDF" printer options and print.

7. Save to your device or drive.