

# Fast & easy PUBLISHING WITH PAF

1. Starting from the Desktop, find the PAF icon and double-click to open the program.
2. PAF Splash screen
3. Starting from the Family Tab we find the Print Icon on the Toolbar and click on it.
4. This opens the Reports and Charts dialog box. Select the Pedigree Tab then hit Preview.
5. Full page preview of the Pedigree Chart.
6. Zoomed in on the same preview page.
7. Close the Preview Window and select the Family Group Tab then hit Preview.
8. Full page preview of the Family Group Sheet, page 1.
9. Zoomed in on the same preview page.
10. Bottom of page 1.
11. Full page preview of the Family Group Sheet, page 2.
12. Zoomed in on the same preview page.
13. Bottom of page 2.
14. Full page view of the Family Group Sheet, page 3, showing the rest of the notes.
15. Close the Preview Window and select the Ancestry Tab then hit Preview.
16. Zoomed in preview of the Ancestry Chart.
17. Close the Preview Window and select the Descendants Tab then hit Preview.
18. Full page preview of the Descendants Chart, page 1.
19. Zoomed in on the same preview page.
20. Close the Preview Window and select the Individual Summary Tab then hit Preview.
21. Full page preview of the Individual Summary, page 1.
22. Zoomed in on the same preview page.
23. Zoomed in on page 2.
24. Close the Preview Window and select the Scrapbook Tab. If I had this set-up, this would show photographs and their captions.
25. Select the Custom Tab. This is where you can design your own Custom Reports.
26. Select the List Tab. A number of useful lists can be selected. I chose the Places List.
27. Zoomed in preview of page 1 of the Place List. I already see some errors.
28. Zoomed in preview of page 181 of the Place List. With the Preview function, we just saved a lot of paper and didn't waste your expensive ink cartridges. We could print this to a file for use on another day.
29. Close the Preview Window and select the Calendar Tab. After choosing our options we'll hit Preview.
30. Full page preview of the Calendar.
31. Close the Preview Window and select the Book Tab. After selecting our options we hit Preview to view a Modified Registry Report.
32. Full page preview of the Modified Registry Report, page 1.
33. Full page preview of page 2.
34. Full page preview of page 3.
35. Full page preview of page 4.
36. Zoomed in preview of page 4.

37. Zoomed in preview of page 19. Note the photo sizes.
38. Full page preview of page 23, the first page of the Index.
39. Zoomed in preview of page 23.
40. Close the Preview Window and click on the Photo button so we can increase the photo sizes.
41. Full page preview of page 4 with larger photo.
42. Zoomed in preview of page 4.
43. Zoomed in preview of page 20.
44. Returning to page 1 of the preview (full page view), we click on the Two Page button and get a side-by-side preview. This does not print two pages on a single sheet of paper. It's just a preview.
45. Side-by-side preview of pages 5 and 6.
46. Close the Preview Window and select the Ahnentafel (Ancestry) Report.
47. Full page preview of an Ahnentafel Chart, page 1.
48. Zoomed in preview of page 1.
49. Full page preview of page 2.
50. Full page preview of page 3.

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