

## HOW TO PRINT COACHES BOOKS

- ❖ In Class Manager, choose CLASS.
- ❖ In the Location Drop Box at upper right, choose AH or go to Set Manager and choose set.
- ❖ Hit SCHEDULE. This will put the classes in order by days of the week. Click on the first class of the day you want, hold down the SHIFT key and click on the last class you want. This will highlight all the classes for that day.
- ❖ Got to the top left and hit SELECT. Then choose SHOW SUBSET.
- ❖ Hit INSTRUCTOR so it will organize the classes by Coach name.
- ❖ Hit the Printer Icon Hold down to PgPro at the top. Then choose CLASS LIST/coach book.
- ❖ Hit PRINT.