Students of Biology Lab have been having trouble printing out the manual from the Biology website. Here are detailed instructions for printing (and binding) of the manual using the college’s computers and printers:

1) Go to Biology Main Page (http://biology.clc.uc.edu/)
2) Click “Biology Courses”
3) Click “S Biology Lab 1082L”
4) Highlight “Print PB”
5) Click “Print 1082L”
6) Click “Print Protocols”
7) Click “PRINT THIS DOCUMENT”
8) Click “Properties”
9) Click “Finishing”
10) Select Print Style: “2- sided Printing”
11) Select Binding Location: “Short Edge (top)”
12) Click “Quality”
13) Select “Color Mode:” “Color” (if desired)
14) Click “OK”
15) Click “Print” (Ensure that you have 30 sheets of paper in the printer.)

THEN...

16) Carefully cut the packet in half (5.5 inches wide) (Most copy establishments will cut it for about $1.50)
17) Have the cut packet spiral bound (about $4.50) at most copy establishments.

This manual should be brought to lab every day of the class.