Printing survey results

How may I print the results of a survey?

I. View the Results of the Survey

1. Click on "Assessment" in the navigation bar.
2. Select "Surveys" from the menu that opens.
3. In the list of surveys, locate the survey for which you wish to see results.
4. Click the down arrow (▼) to the right of that survey's name.
5. From the menu that opens, select "Reports".
6. On the report list page, click on the name of the report you wish to view.
7. (optional) Use the "From" and "To" controls to limit to a specific date range the results you see.
8. Click the "Generate HTML Report" button.
9. Wait for D2L to generate and display the report.

II. Print the Survey Results

1. Click the "Print Report" button.