How to Print a Checksheet From Your Mobile Device (release/2025-03-17)

This guide will walk you through on how to print an inspection checksheet using your mobile device.

`01` You will need some sort of PDF viewer.

Before you can start printing inspection checksheets, you'll need to have some sort of pdf file viewing installed on your device.
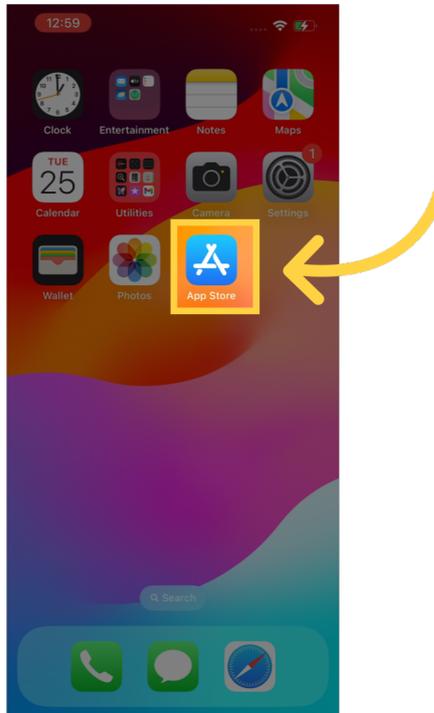
02 Make sure you have Adobe Acrobat installed.

In our case, we will be using Adobe Acrobat. This is what we recommend using since we know that this works for both IOS and Android Devices.
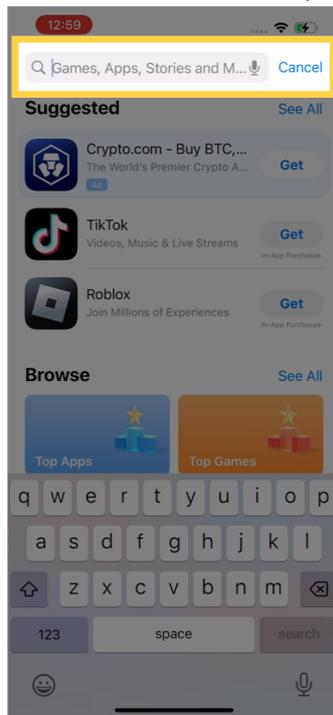
03 Locate App Store

If you do not have Adobe Acrobat installed yet, locate the App Store on your device.
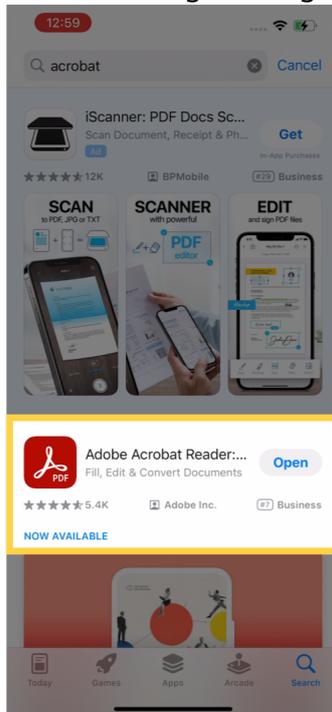
04 Search for Acrobat

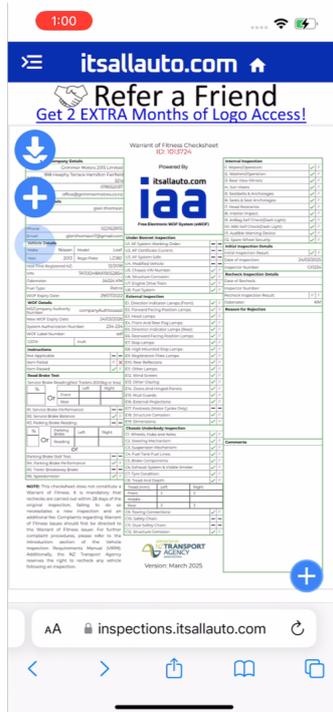And then search up acrobat using the search bar at the top

05 Find Adobe Acrobat Reader

You will want to look for Adobe Acrobat Reader in the search results. In our case, because we already have it installed we have an open button. If not already installed, then an install button will be there instead. Press the install button and go through the installation process as required.
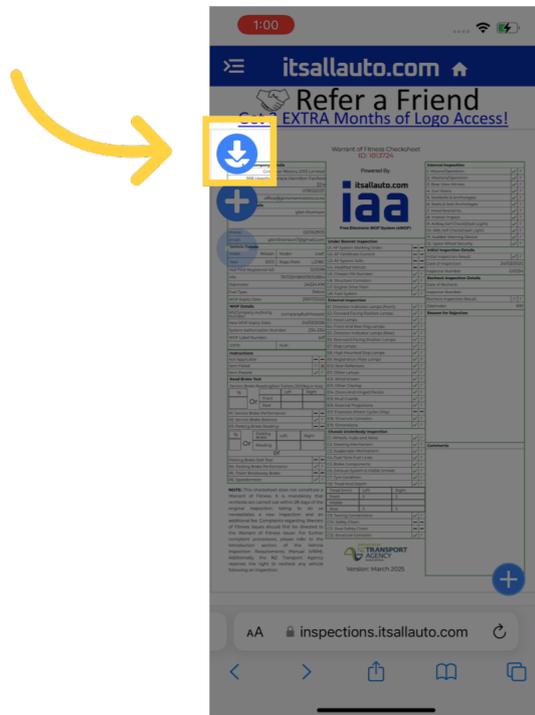
06 Go to the Checksheet you want to print

Now that you hopefully have Adobe Acrobat Reader installed, go to the check sheet you want to print.
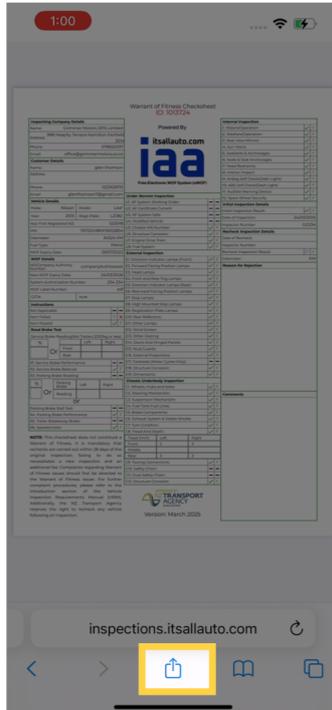
07 Go to the Checksheet you want to print

Then press this download button to download the check sheet to your device.

08 Check sheet is downloaded

You should then be directed to this screen where it only shows the check sheet where we are able to print the check sheet from.
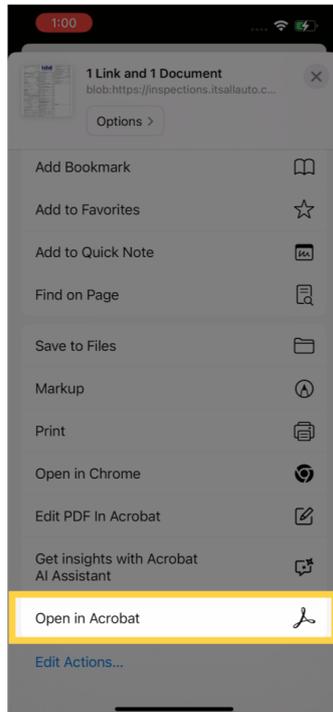
09 Press the share button

Press the share button at the bottom center of the screen to pull up a menu of what we can do with the file.

<mark>10</mark> Find Open in Acrobat

Scroll to the bottom of the menu, and you should find a button that says Open in Acrobat, which you should press.

11 Check sheet should now be opened in Adobe Acrobat

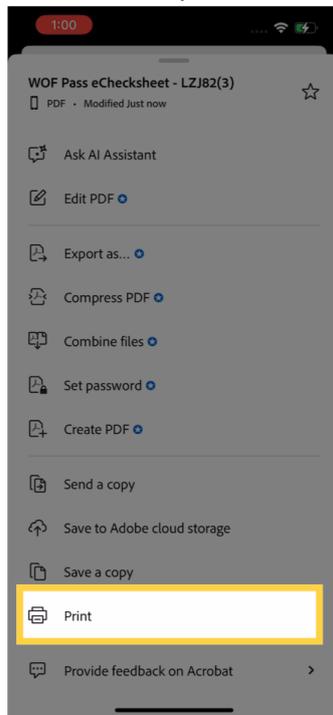The check sheet should now be opened in the Adobe Acrobat Reader program.

12 Press the More Options Icon

Press the more options icon in the top right. This should pull up a menu where you can find a print button.
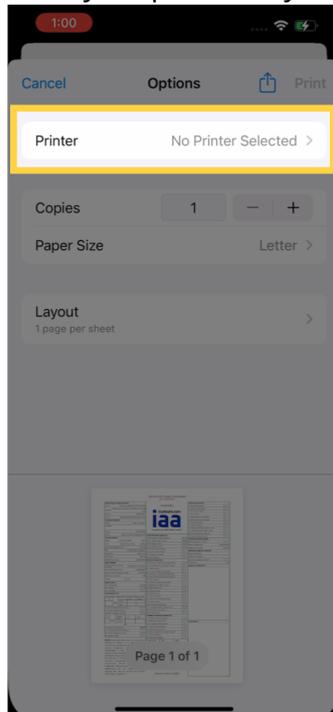
13 Locate the Print Button

Scrolling down the menu, you should be able to print button near the bottom.
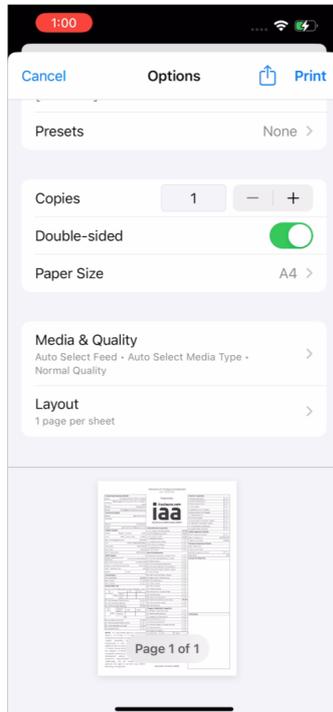
14 Select a Printer

You will now need to select a printer. If you have a WIFI printer and it is on the same network as your mobile device, it should appear in the list of printers you can select from. Otherwise, you will need to search up a guide on how to add your printer to your mobile device.
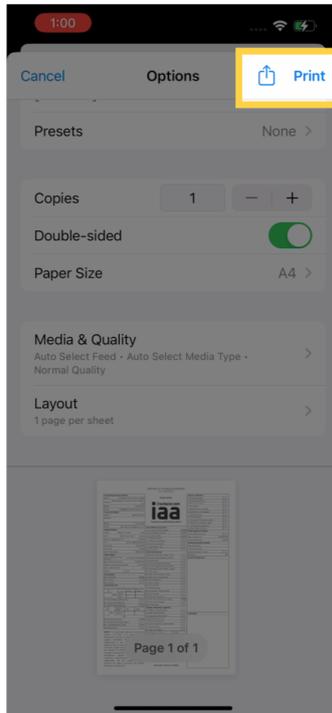
<mark>15</mark> Review Printing Settings

 Once you have selected your printer, review the settings your printing settings and change them as desired.

16 Press the Print Button

When you are satisfied with everything, press the Print button.

Thank you for watching. If you wish to contact us you can email us at admin@itsallauto.com , or phone   07 595 0032

If you know someone who could benefit from our FREE online Warrant of Fitness system, then please let them know about itsallauto.com.

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