

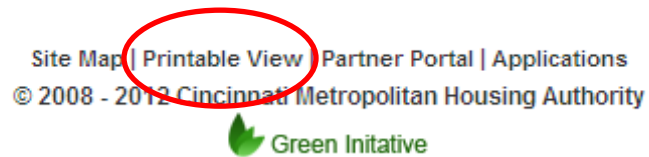


**Rent Affordability Calculator Printing Tips  
September, 2012**

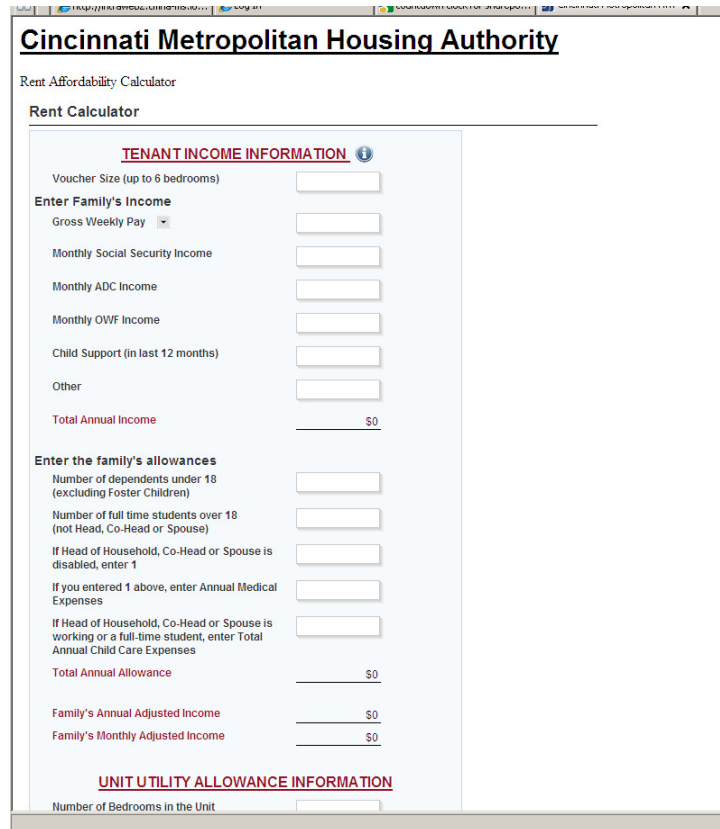
PURPOSE – This document covers different options for printing the online Rent Affordability Calculator, located on <http://www.cintimha.com/rent-affordability-calculator.aspx>. A section of the Rent Affordability Calculator does not show when performing a default print job from the web browser.

**For Internet Explorer users:**

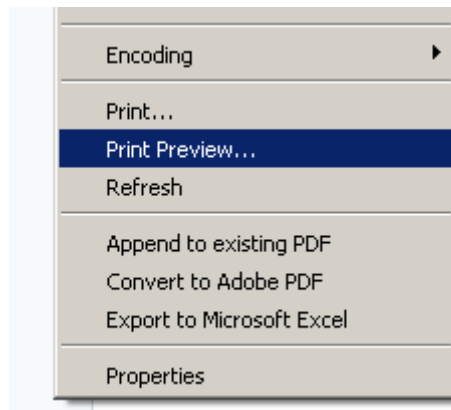
Scroll to the bottom of the page and select the “Printable View” hyperlink, as shown below:



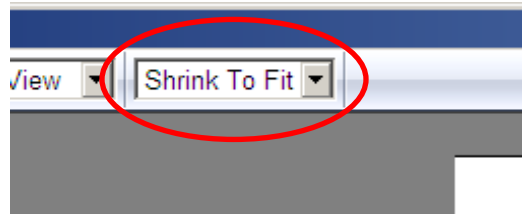
You will be taken to a page with a printable version of the calculator without the other page elements. If you had entered data in the calculator before navigating to the printable view, it will be lost. The printable view is shown below:



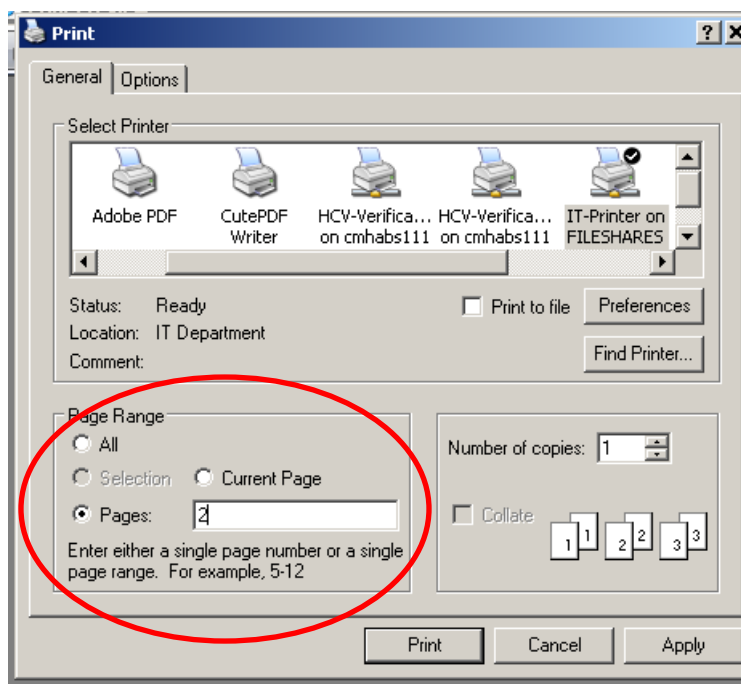
Once you are ready to print the calculator, right-click the mouse to show the browser options. Select "Print Preview..." as shown below on page 2:



You'll be taken to the Print Preview page. You will see the preview of two pages. The first page will be blank. The second page will show the first half or so of the calculator. To show the whole calculator in the preview, go to the dropdown list at the top of the Print Preview page. The default selection should say "Shrink To Fit" as shown below:



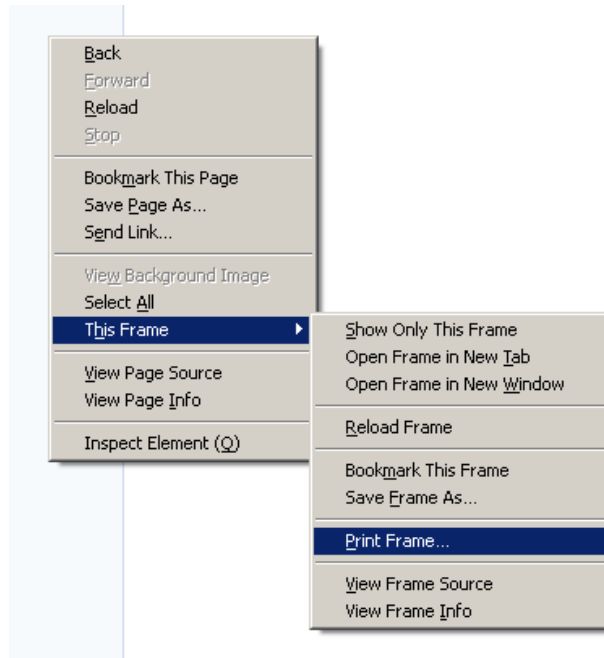
Choose “50%” from the dropdown list. That is the highest size needed to show the whole calculator on one page. Press the “Print” button, and after the Print dialog box appears, enter “2” in the “Pages:” textbox of the “Page Range” section, as shown below on page 3:



Press the “Print” button, and the printout should show the whole calculator on one page.

**For Mozilla Firefox users:**

To open the browser options, right-click the over the calculator. Hover over the “This Frame” menu. Then select the “Print Frame...” option, as shown below:



The calculator will print out completely on two pages. To print the whole calculator on one page, instead of selecting the “Print Frame...” option, select the “Show Only This Frame”, “Open Frame in New Tab”, or “Open Frame in New Window” option. You will only see the calculator without the other page elements in the frame view. If you had entered data in the calculator before navigating to the frame view, it will be lost. The frame view is shown below:

Rent Calculator

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**TENANT INCOME INFORMATION** ⓘ

Voucher Size (up to 6 bedrooms)

Enter Family's Income

Gross Weekly Pay

Monthly Social Security Income

Monthly ADC Income

Monthly OWF Income

Child Support (in last 12 months)

Other

**Total Annual Income**  \$0

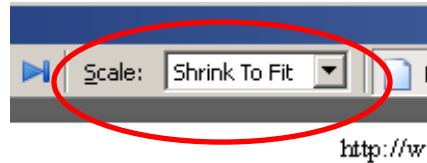
Enter the family's allowances

Number of dependents under 18 (excluding Foster Children)

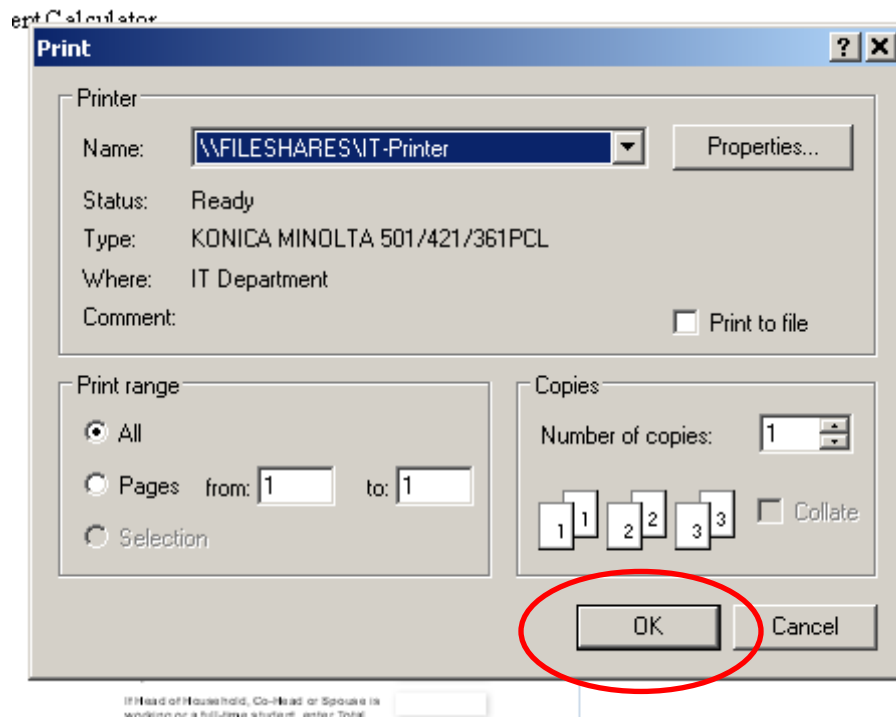
Number of full time students over 18 (not Head, Co-Head or Spouse)

If Head of Household, Co-Head or Spouse is disabled, enter 4

Once you are ready to print, in your Firefox browser, go to “File”, then select “Print Preview”. You’ll be taken to the Print Preview page. You will see the preview of two pages. To show the whole calculator one page in the preview, go to the “Scale:” dropdown list at the top of the Print Preview page. The default selection should say “Shrink To Fit” as shown below:



Choose “50%” from the dropdown list. That is the highest size needed to show the whole calculator on one page. Press the “Print...” button, and press “Ok” when the Print dialog box appears, as shown below:



The printout should show the whole calculator on one page.