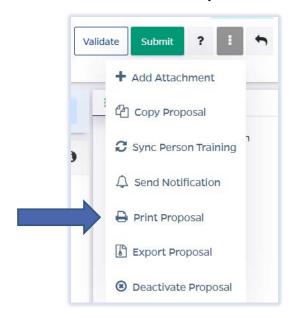


Proposal Development (PD) Summary

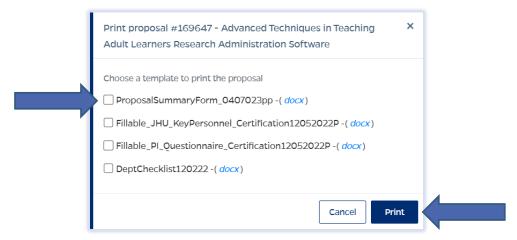
How do I see and print the PD Summary in Fibi?

PD Summaries are available for review of information and are also used to assist with workflow from one office to another.

- ☐ Click on the **More Actions** Icon (ellipsis) in the upper right corner.
- ☐ The click on **Print Proposal** in the dropdown menu.

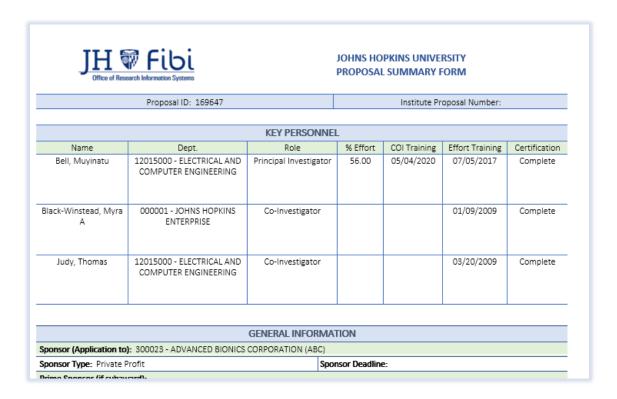


☐ Click on the box next to **Proposal Summary Form** and then click the **Print** button.



NOTE: If the PD Summary will not open, turn off the Pop-up Blocker for the browser in use.





The PD Summary is a Microsoft Word document and can be saved or printed as any other Microsoft Word document.

☐ Click on File and choose the desired action from the menu.



☐ Click on Save, Save As or Print as needed.



