

How to Save an IRAS as a PDF

Go to the save/print tab, select print full dataset or a particular form, and then instead of printing, select to save to PDF.

The screenshot shows the IRAS interface with the 'Save/print' tab selected. The 'Save and print options' section lists several actions:

- **Save a blank reference only PDF of the full dataset or a particular form for reference or to use in training.**
[Save blank reference only PDF of the full dataset for this project](#)
To save a blank reference only PDF of a particular form, please go to the appropriate form or select from one of the examples in Help.
- **Print the full dataset or a particular form for review at any time while you are working on it.**
[Print full dataset for this project](#)
To print a form, please go to the appropriate form and use the button under the Save/Print tab. Alternatively you can select the Print option within the form itself.
- **Save a PDF of a completed form when you proceed to submission**
Please go to the Submission tab for the form when you are ready to submit. Select "Proceed to Submission" and then follow the instructions to save as a PDF.
- **Save a XML of a completed R&D Form for submission to R&D offices.**
This option is available under the Submission tab for all R&D forms (both project information and each SSI form).
- **Save or print any form you have previously submitted.**