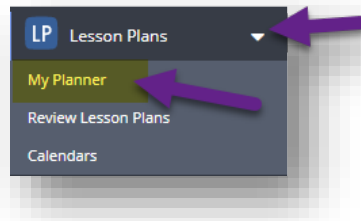
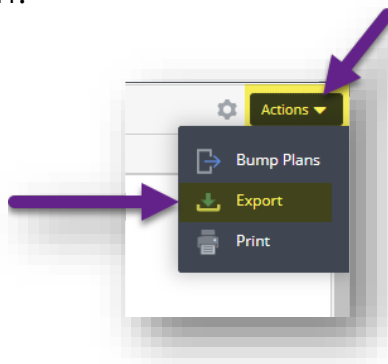


Export Lesson Plans In Bulk From OnCourse

1. Log into your [OnCourse](#) account.
2. Navigate to your Lesson Planner.



3. In the upper right-hand corner of the screen, click on the actions button. Select Export.



4. You can print lesson plans ONE YEAR at a time.
5. Use the date boxes to set your time period, and then choose the remainder of your options.
6. Click on either Excel or Word to start your download.
7. Your export will save to the downloads folder on your computer

A screenshot of the 'EXPORT' dialog box in OnCourse. The dialog box has a title bar with 'EXPORT' and a close button. Below the title bar, there is a message: 'Exports can contain up to one year's worth of plans.' The dialog box contains several fields and options:

- Start Date: 05/01/2023
- End Date: 05/05/2023
- Paper Size: Letter (8.5 * 11)
- Orientation: Landscape
- Pages: 1 to 1
- Options: Homework, Standards, UnitPlans, Documents

At the bottom of the dialog box, there are two buttons: 'Excel' and 'Word'.