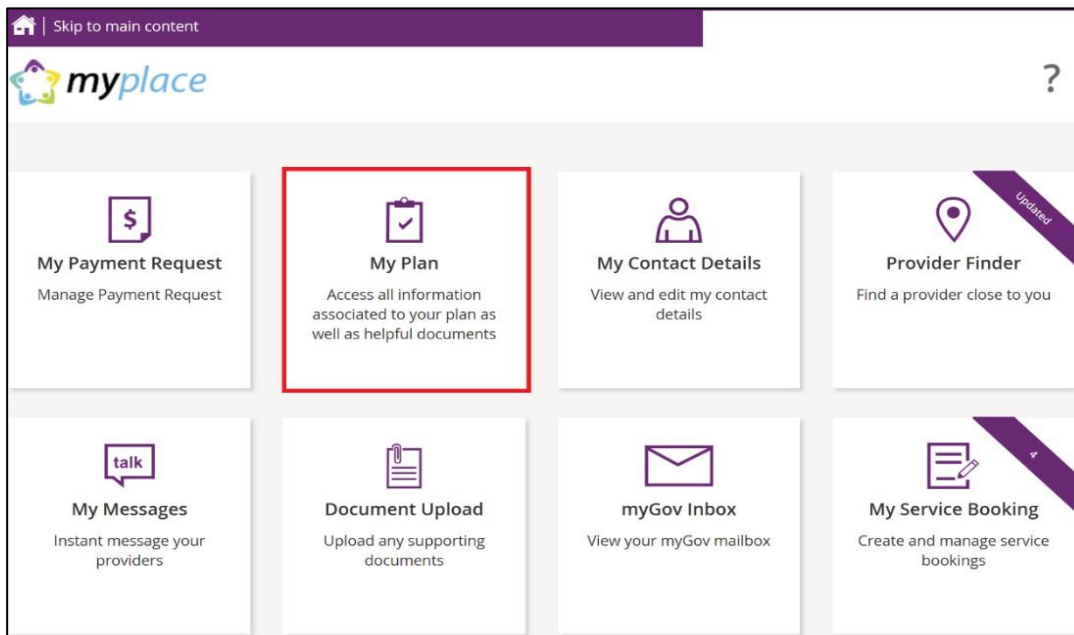


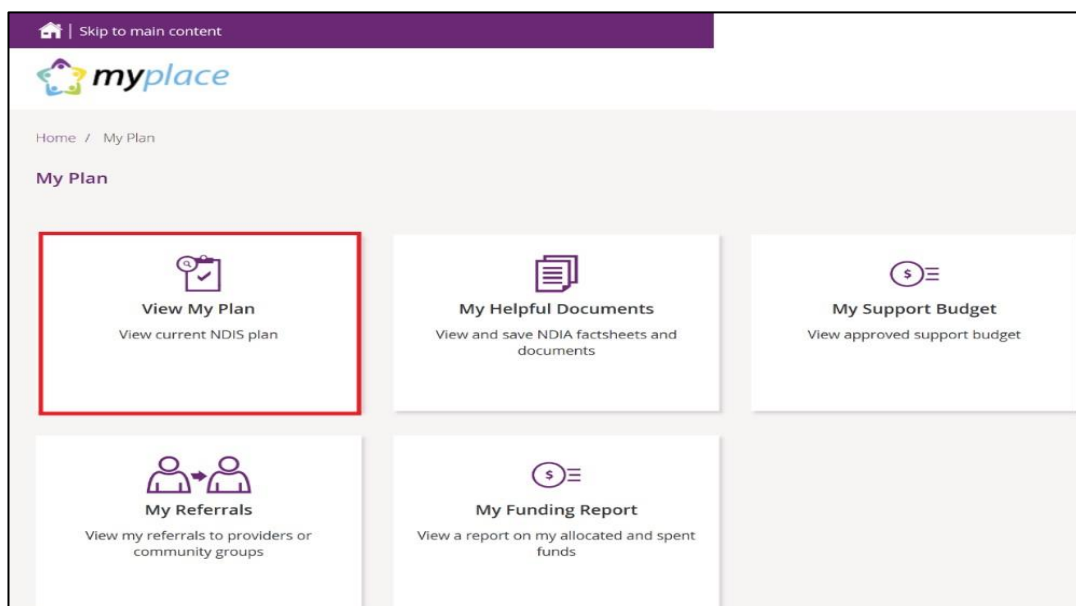


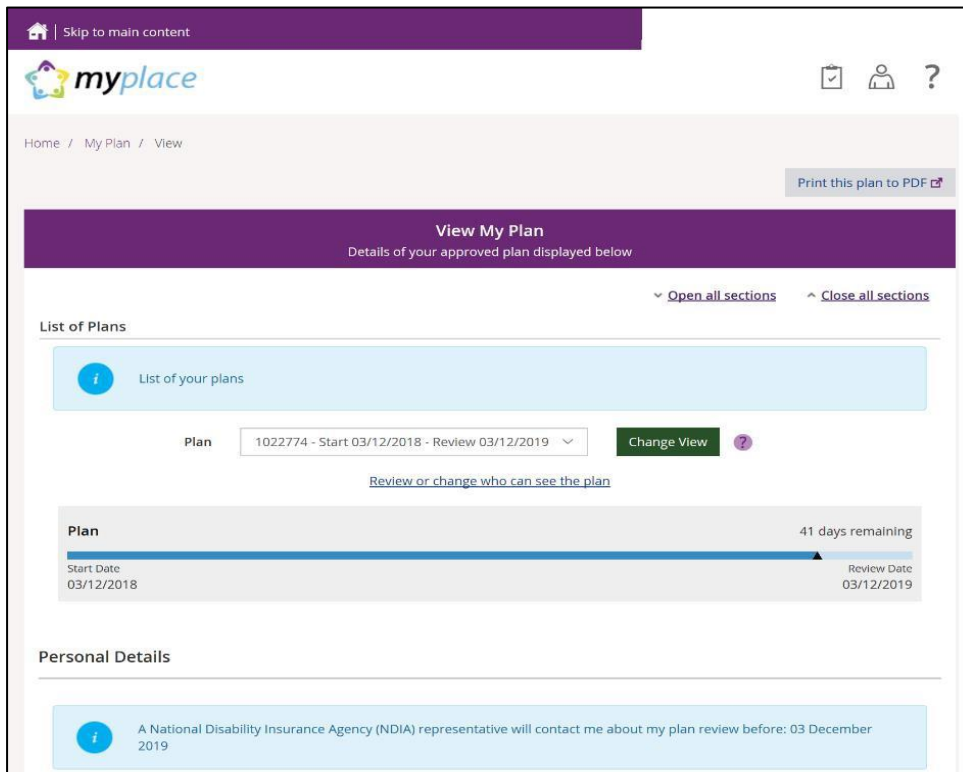
NDIS Myplace portal: Step-by-step guide – How to Print/Save a copy of My Plan

1. Select the **My Plan** tile on the homepage.

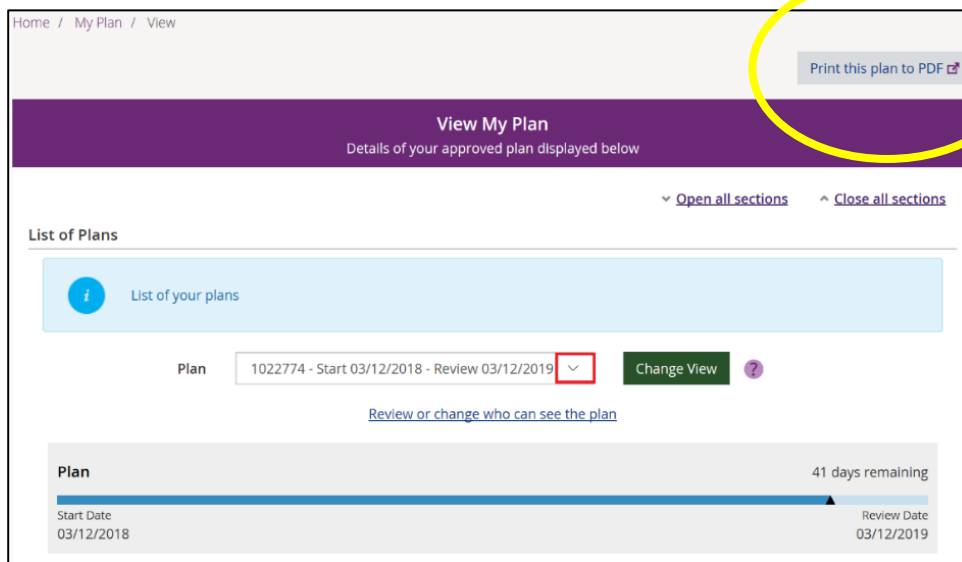


2. Select the **View My Plan** tile.





Your current plan defaults. If you want to select a previous plan, use the **Dropdown Arrow** in the **List of Plans** section.



3. To print a copy of your plan, click on the **Print this plan to PDF** button on the top right hand corner of the screen.
4. Click the **Open all Sections** link to view all the information under each of the headings.