Log onto the laptop with you login

Access Google Docs:
      click the e on the bottom left of the menu (Internet Explorer)
      type the following address into the top left address bar:
      docs.brunswick.k12.me.us

Access your Google Docs account:
      enter your username:
            last two digits of your year of graduation, last name, first
            initial, @brunswick.k12.me.us
      enter your password:
            if your password is only 6 numbers, you may need to add
            "11" at the end"

Access the test template:
      go to "shared with me"
      click on "Modern Euro Make Your Own Test Template"
      go to "File" and "Make a copy"
      name the file:
            last name, first name "Modern Euro Test"
      click "Share" in the upper right corner
      click in the invite box and write my email address:
            pwagner@brunswick.k12.me.us
      pull the menu down on the right to "can edit"
      click "Share & save"

Tell me when you're ready to print and I'll print it for you.