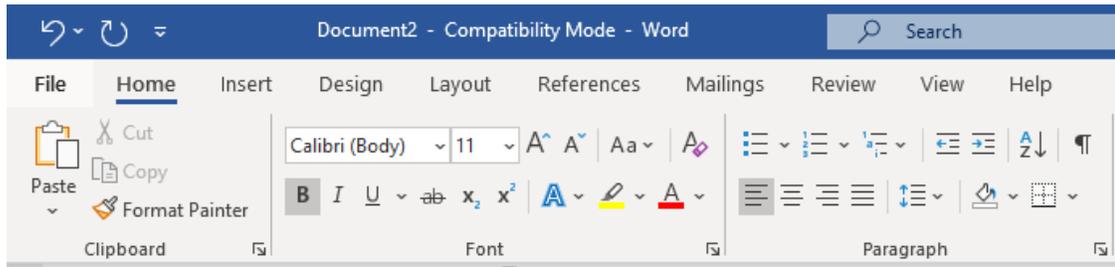
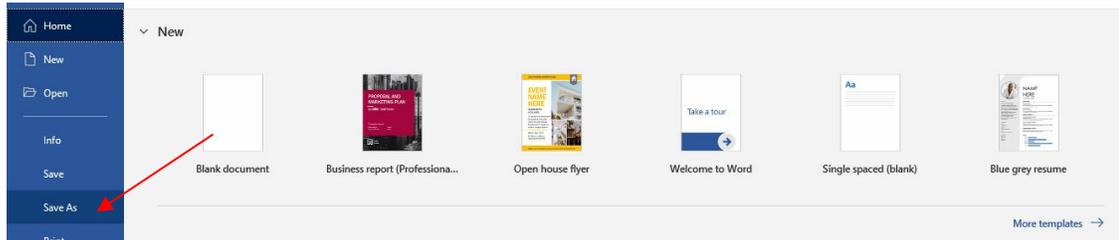


How to PDF a Document

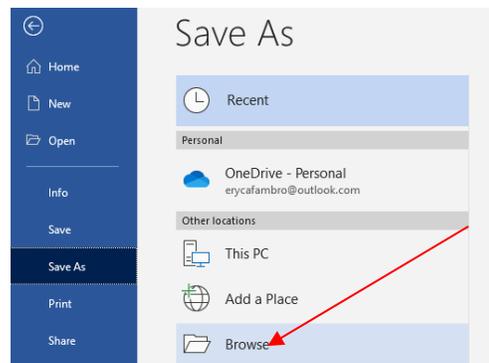
1. Open your Word document
2. Select File



3. Choose Save As and the Location where the file will be saved



4. Select the location of where the file will be saved



5. Under Save As Type, choose PDF



6. Choose Save

