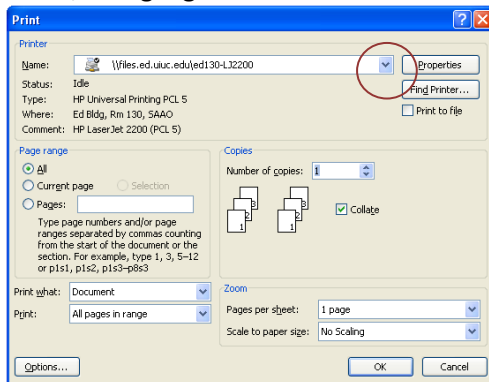


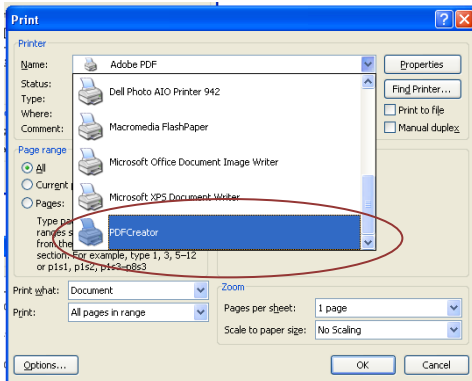
PC USERS — How to create a PDF file

PC users will have a PDF “print driver” installed on their computer. Those who do not have it installed can quickly, easily, and freely install it by visiting <http://apps.foxtab.com/pdfconverter/>. Once installed, follow these directions.

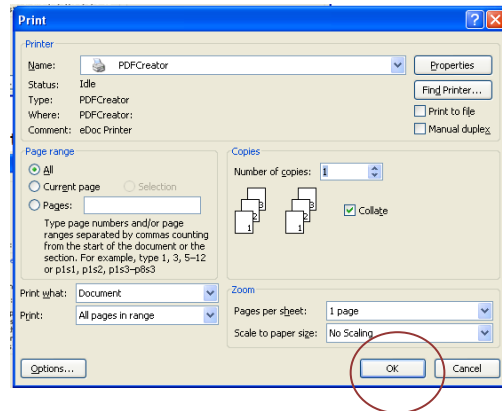
1. In your print window, you have the option of changing your default printer. You can do this by click on the down arrow next to the printer name, as highlighted below.



2. Select “PDFCreator”



3. Select “OK”



Mac USERS — How to create a PDF file

You can print documents, webpages, or nearly anything to create a PDF file directly from Mac OS X without any additional software. Here’s how to do it:

1. Open the document you want to print to a PDF
2. Click the File menu and select “Print”, or just hit Command+P
3. Look for the “PDF” button in the lower left corner, click on it and select “Save as PDF”
4. Click “Save” in the save dialogue box in whatever location you want

That’s all there is to it, you will now have a PDF file created instantly by the print function.

