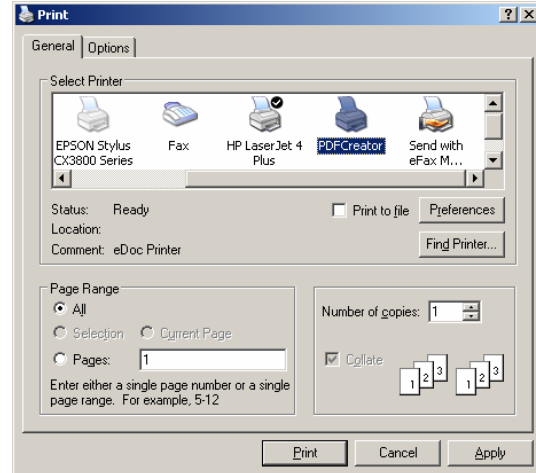
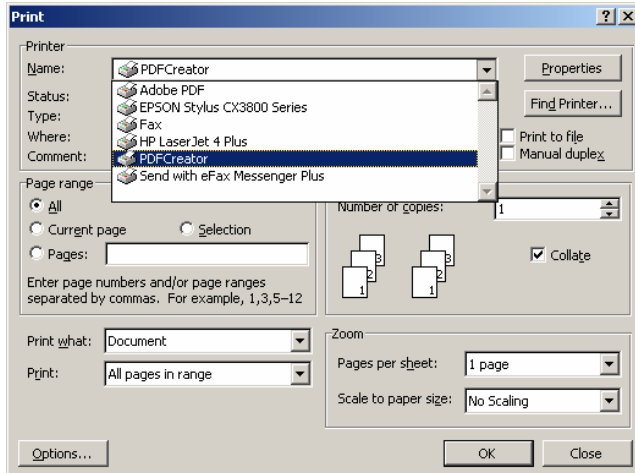


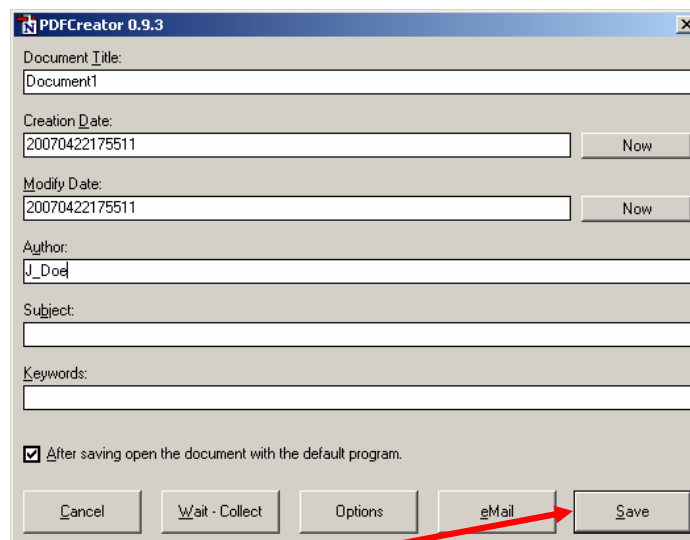
# How to use PDFCreator

1. Open the document you want to convert to PDF.
2. From the menu bar select **File > Print**.  
*The Print dialog will appear.*

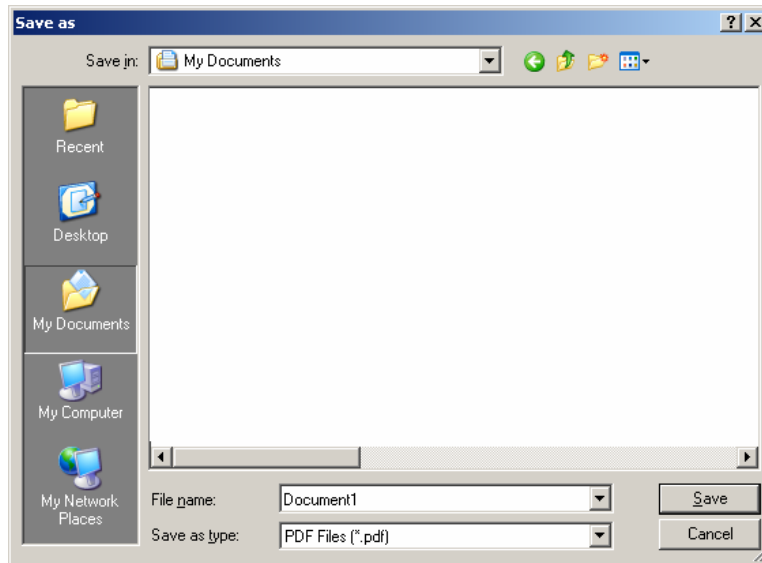
NOTE: The Print dialog may vary, depending on the application from which you are printing.



3. Locate and select "PDFCreator" from the list of printers at the top of the Print dialog.
4. Click the **OK** (or **Print**) button.  
*After a few seconds the PDFCreator dialog will appear.*



5. Click the **Save** button.  
*A Save As dialog will appear.*



6. Select where you wish to save your PDF, using the “Save in” field at the top of the dialog.
7. If you wish to rename your PDF, type a new name in the “File name” field.
8. Click the **Save** button.  
*An animated graphic will appear, indicating the file is being created. After a few moments, Adobe Reader (or Adobe Acrobat, depending on which you have installed on your computer) will launch displaying the converted PDF.*