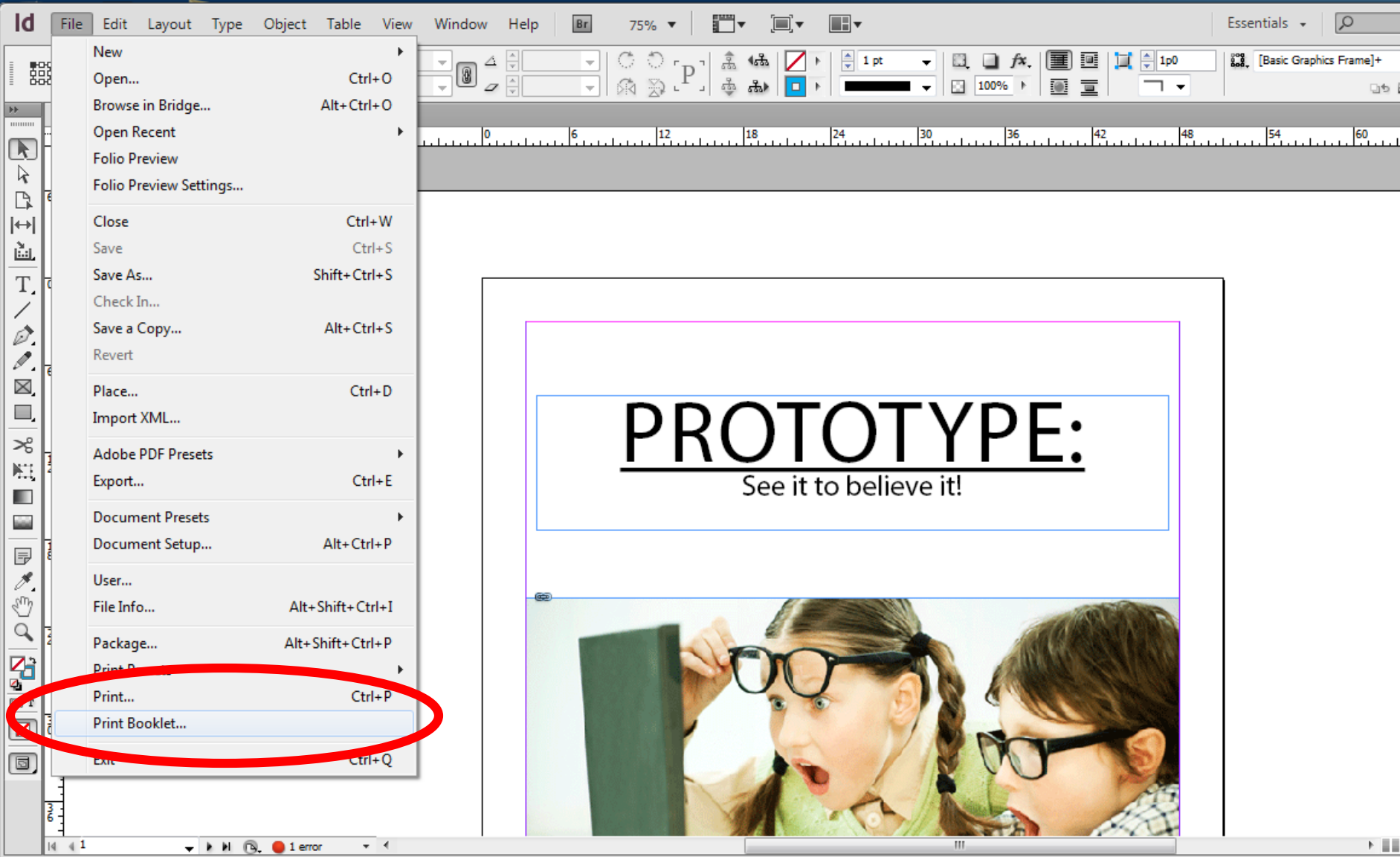
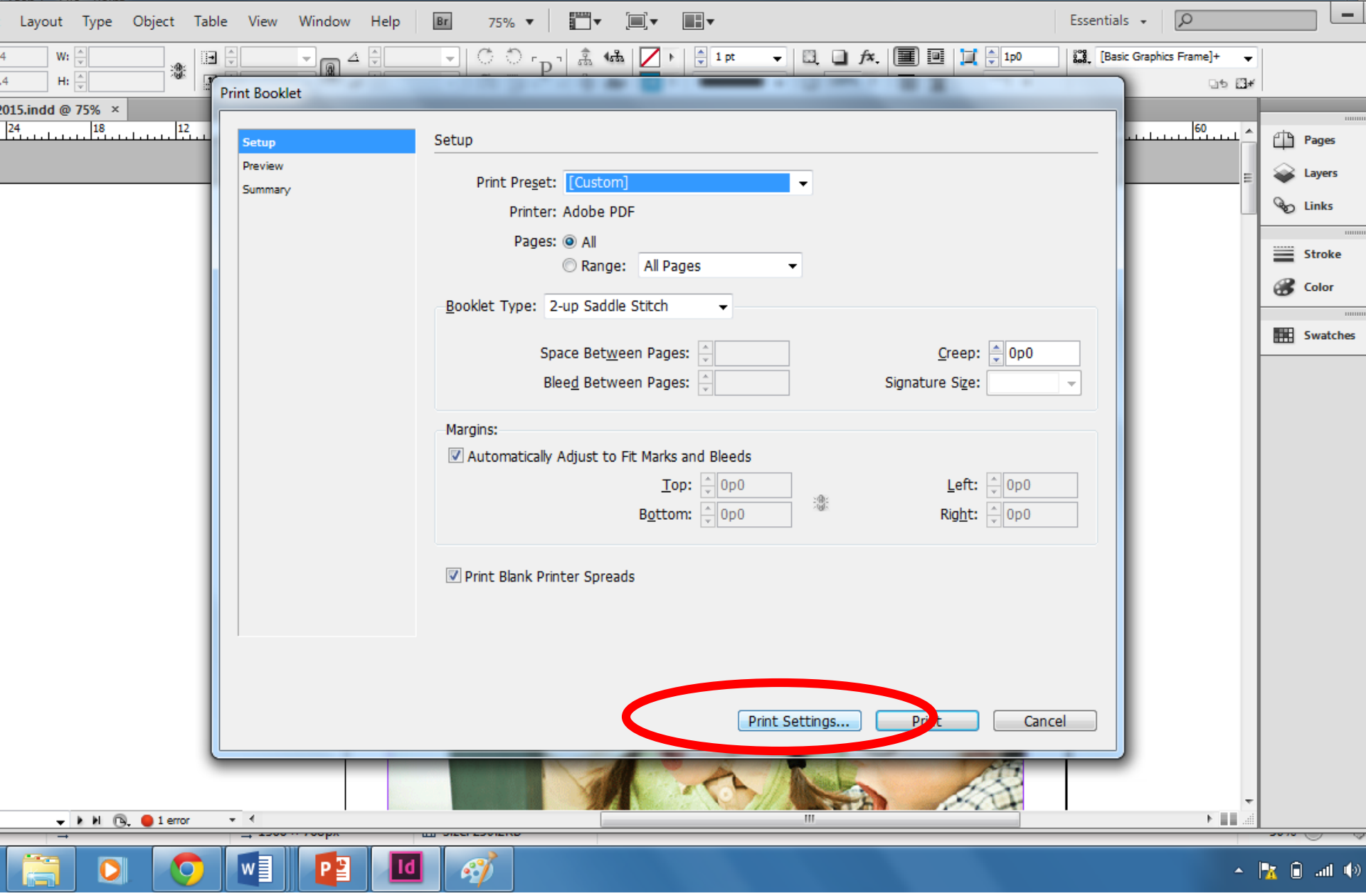


HOW TO PDF YOUR MAGAZINE

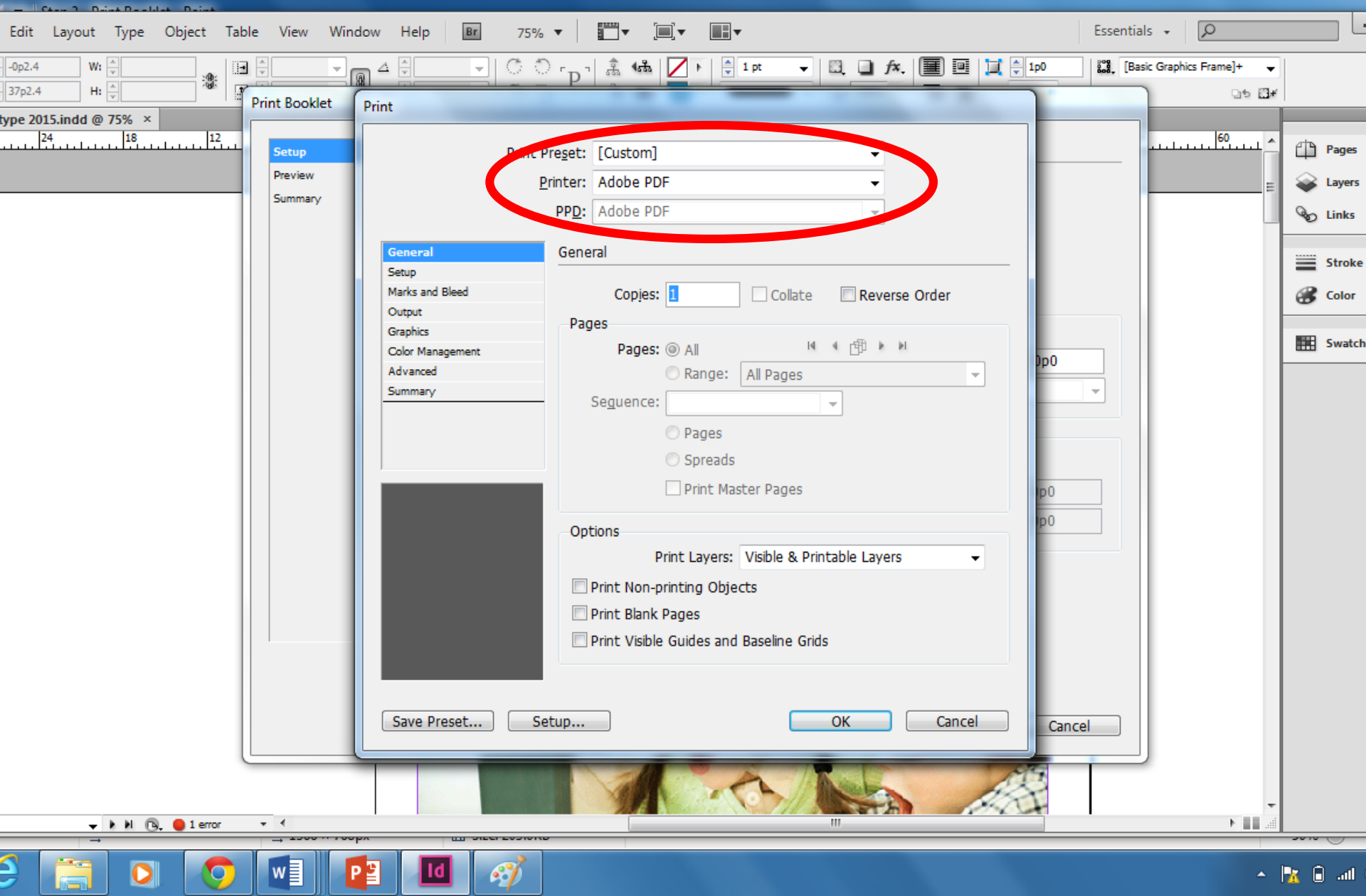




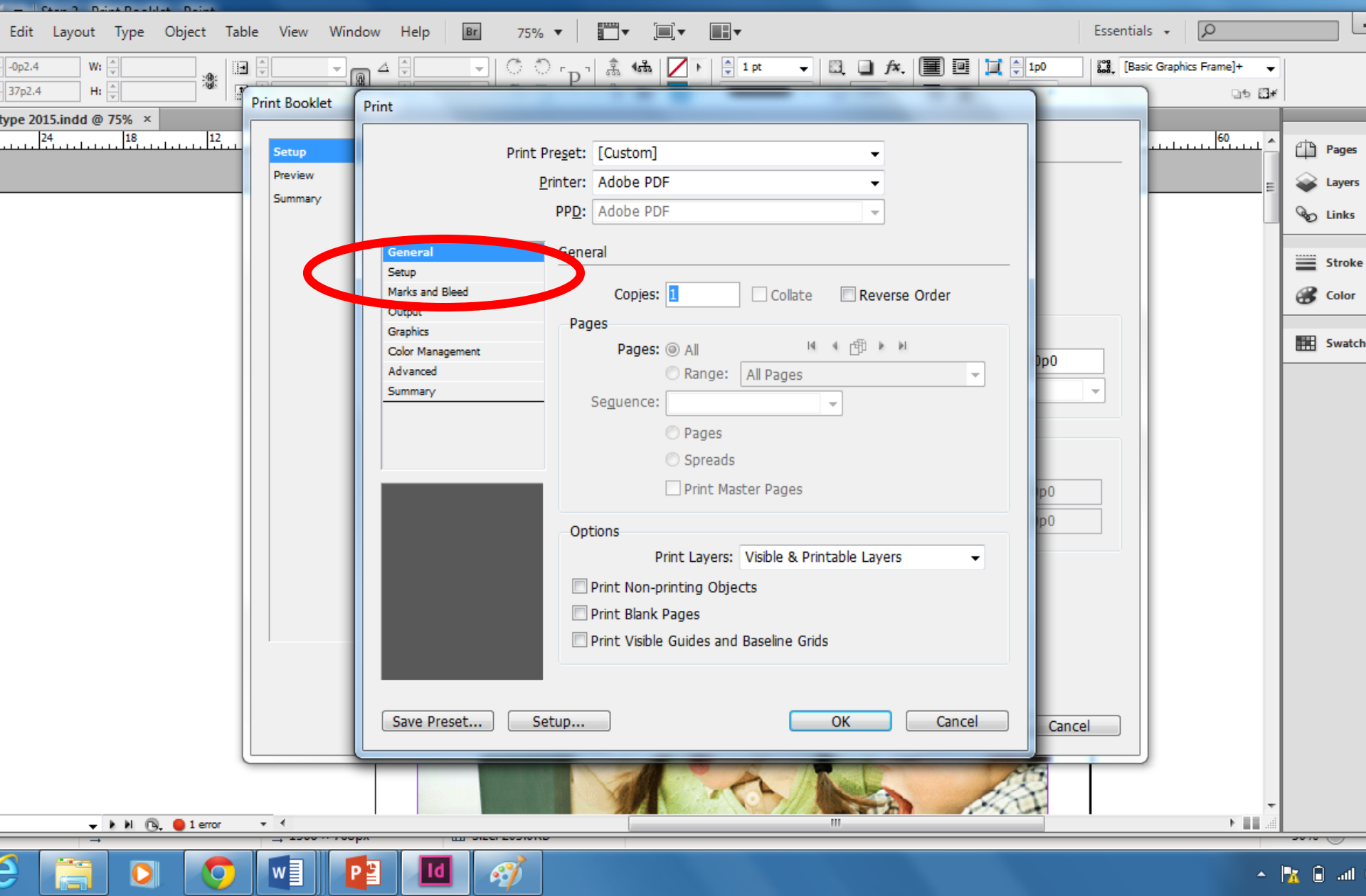
Step 1: File > Print Booklet



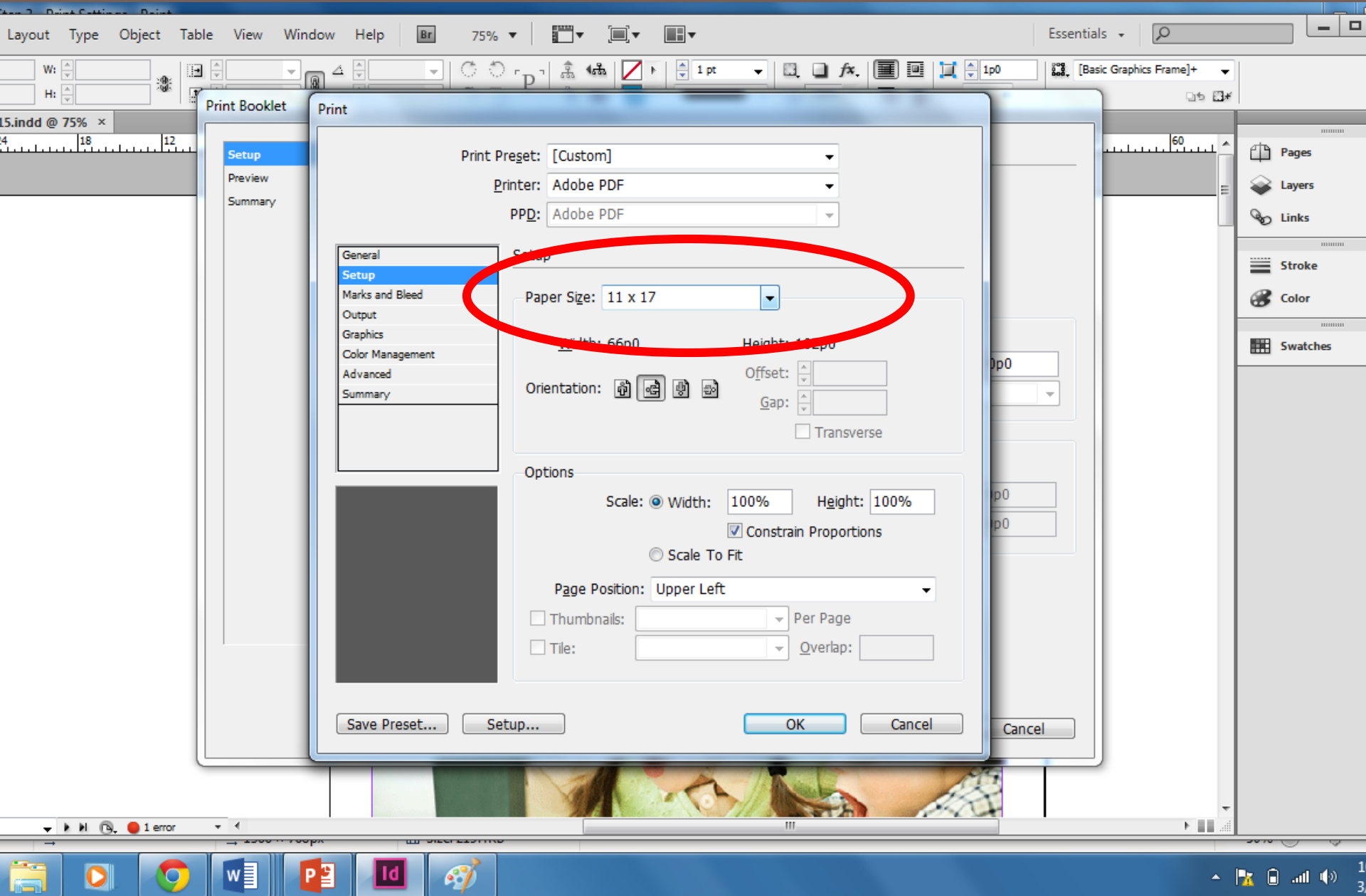
Step 2: Click "Print Settings"



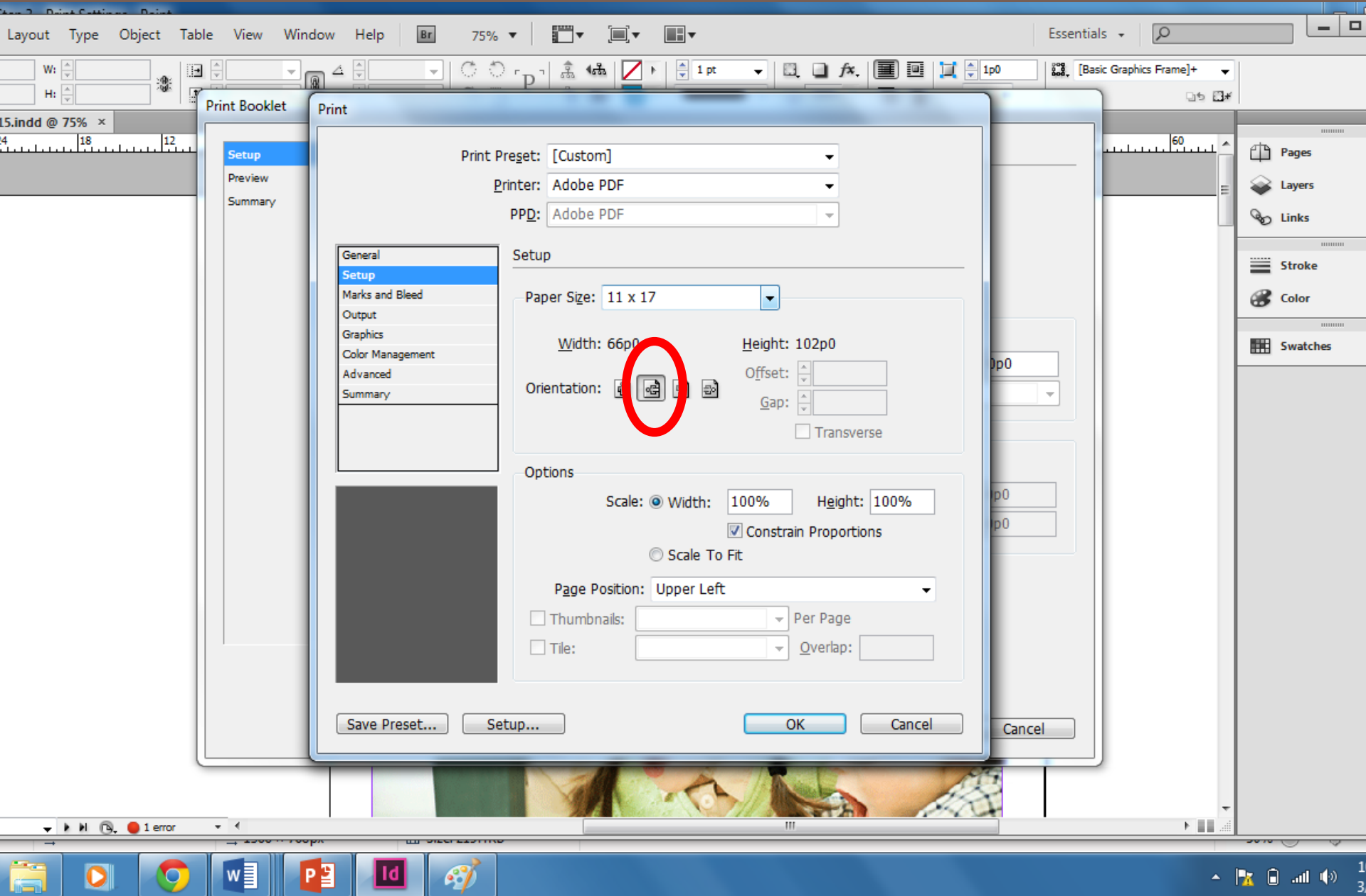
Step 3a: Set Printer as <Adobe PDF>



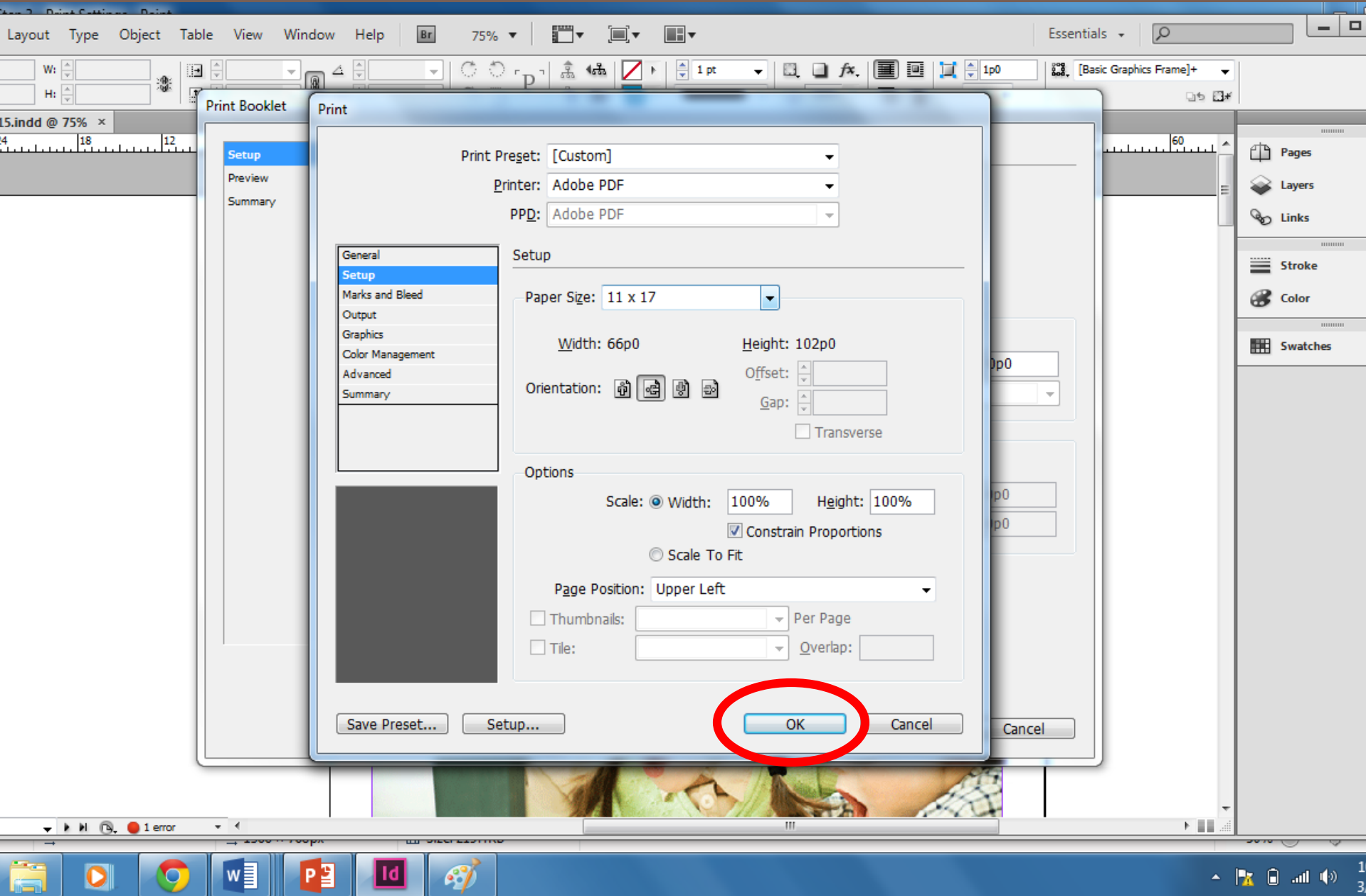
Step 3b: Select <Setup>



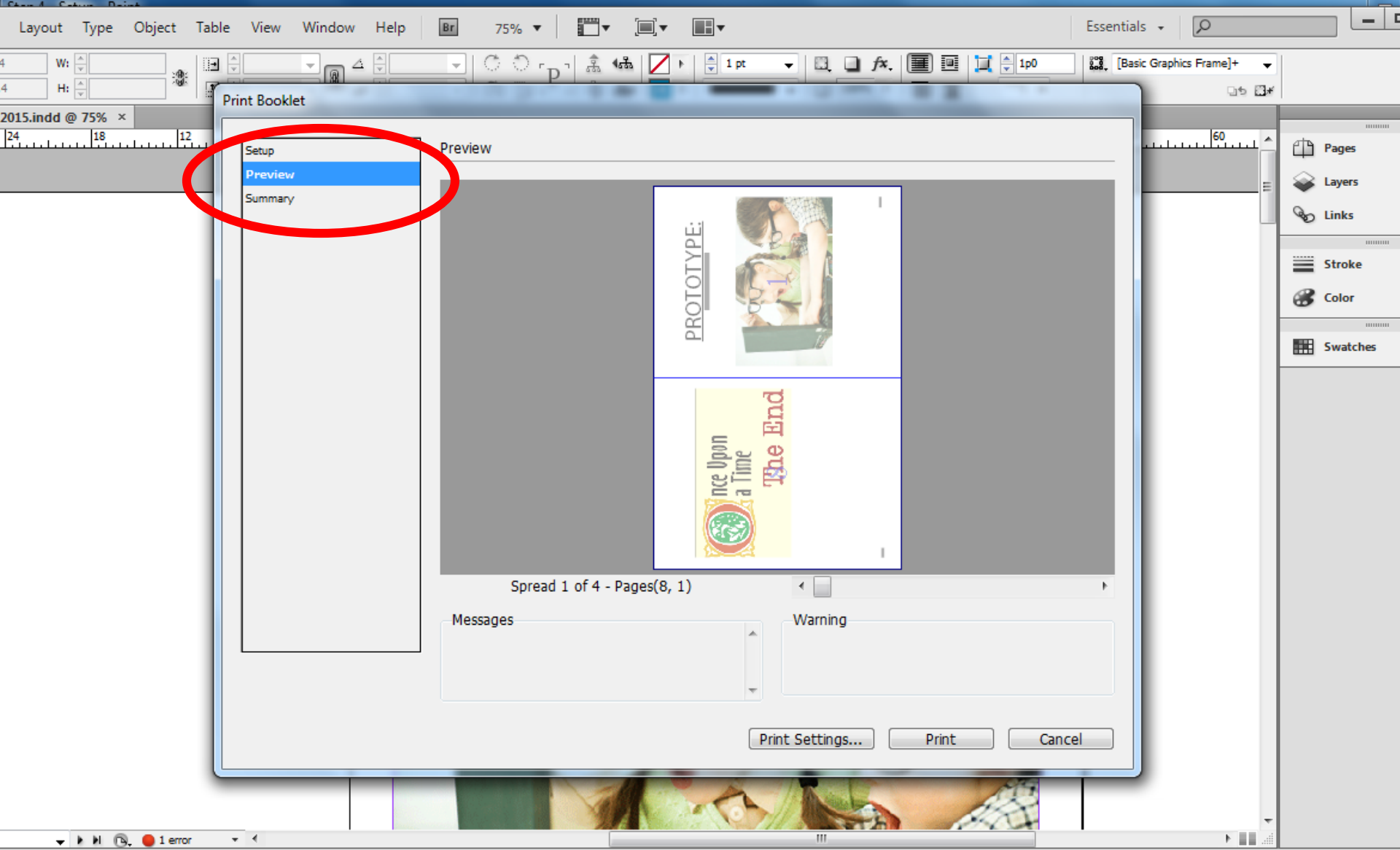
Step 4a: Set Paper Size to <11 x 17>



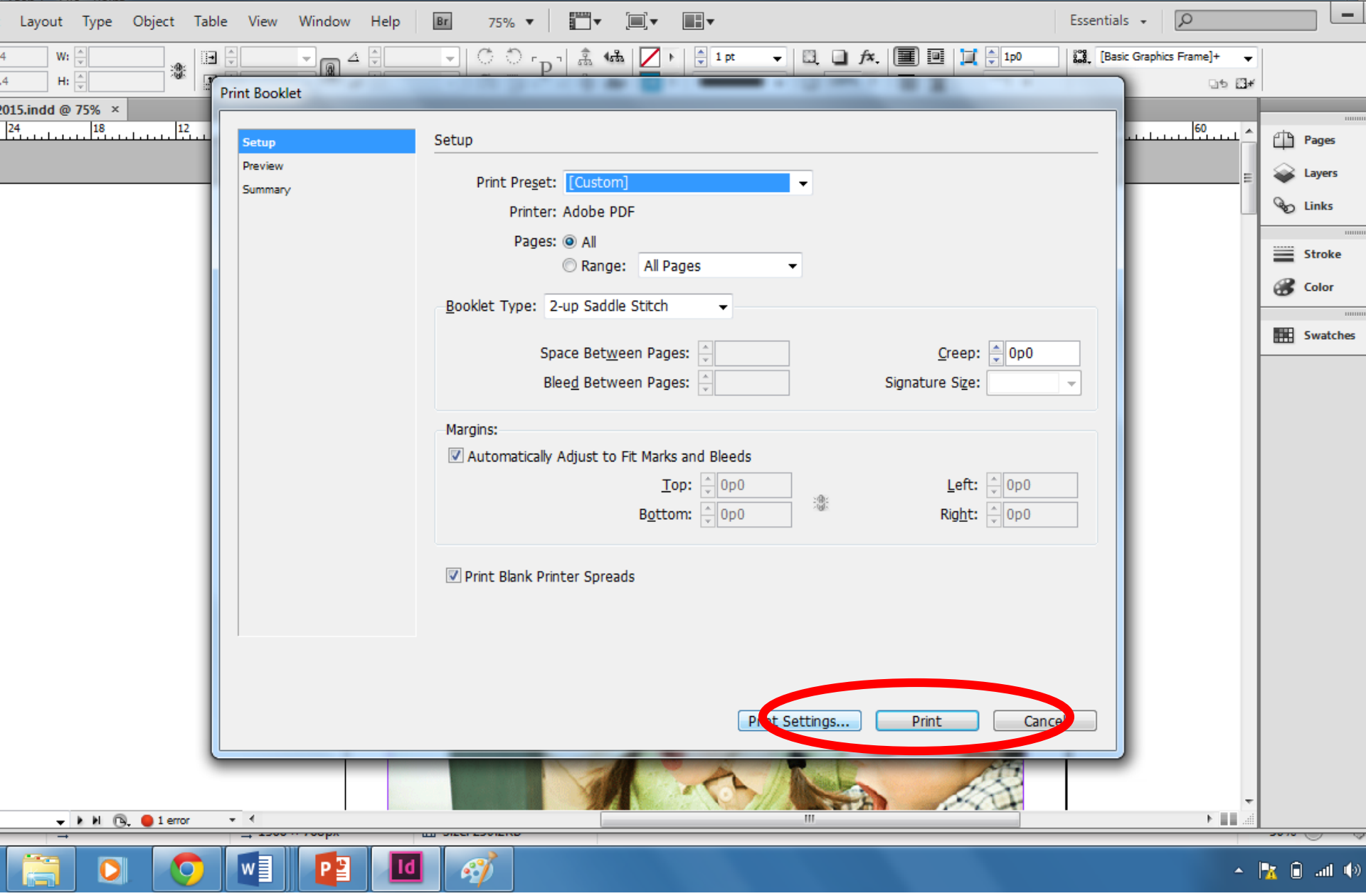
Step 4b: Set Orientation to <Landscape>



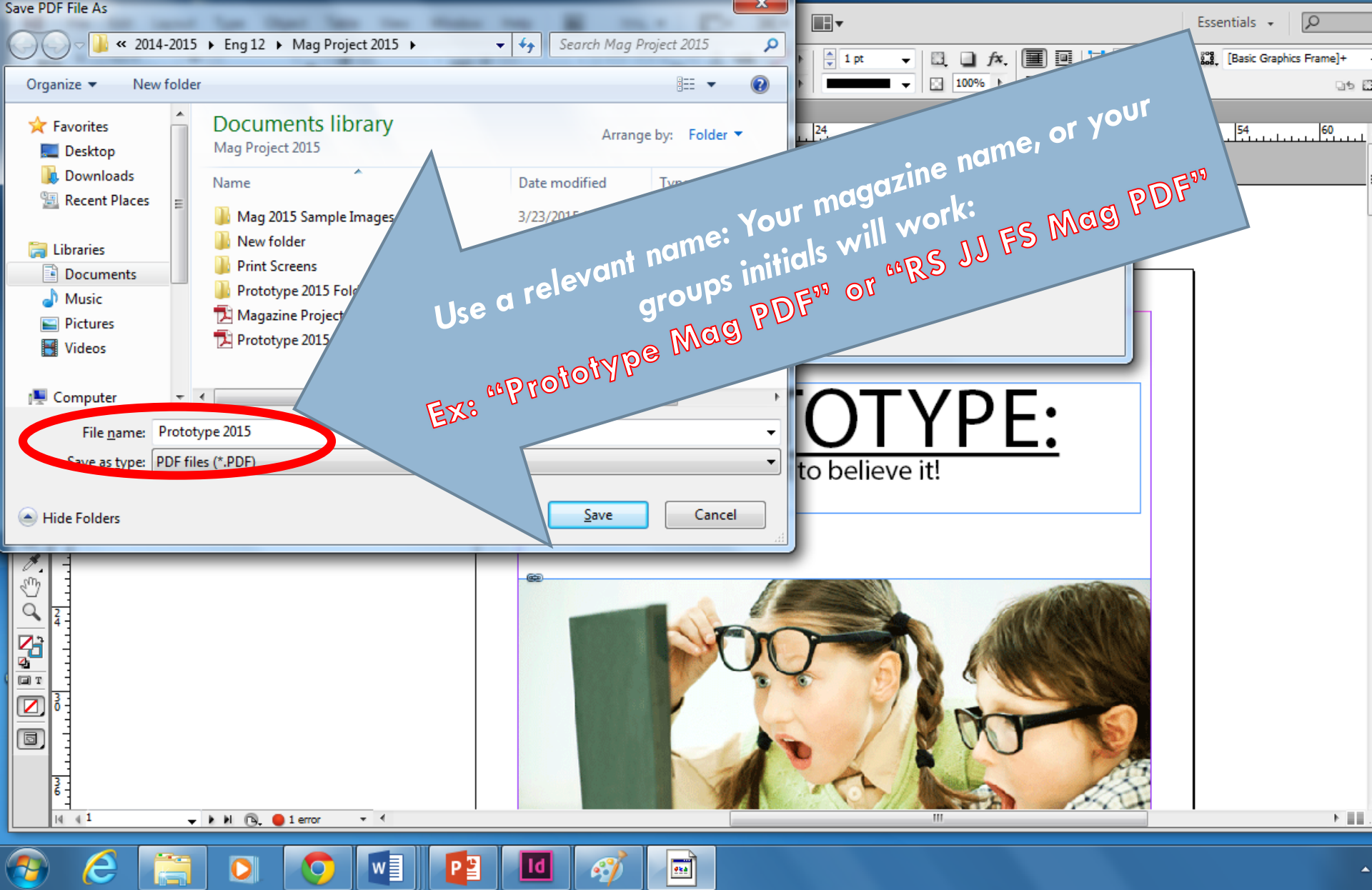
Step 4c: Click <OK>



Step 5: Preview PDF

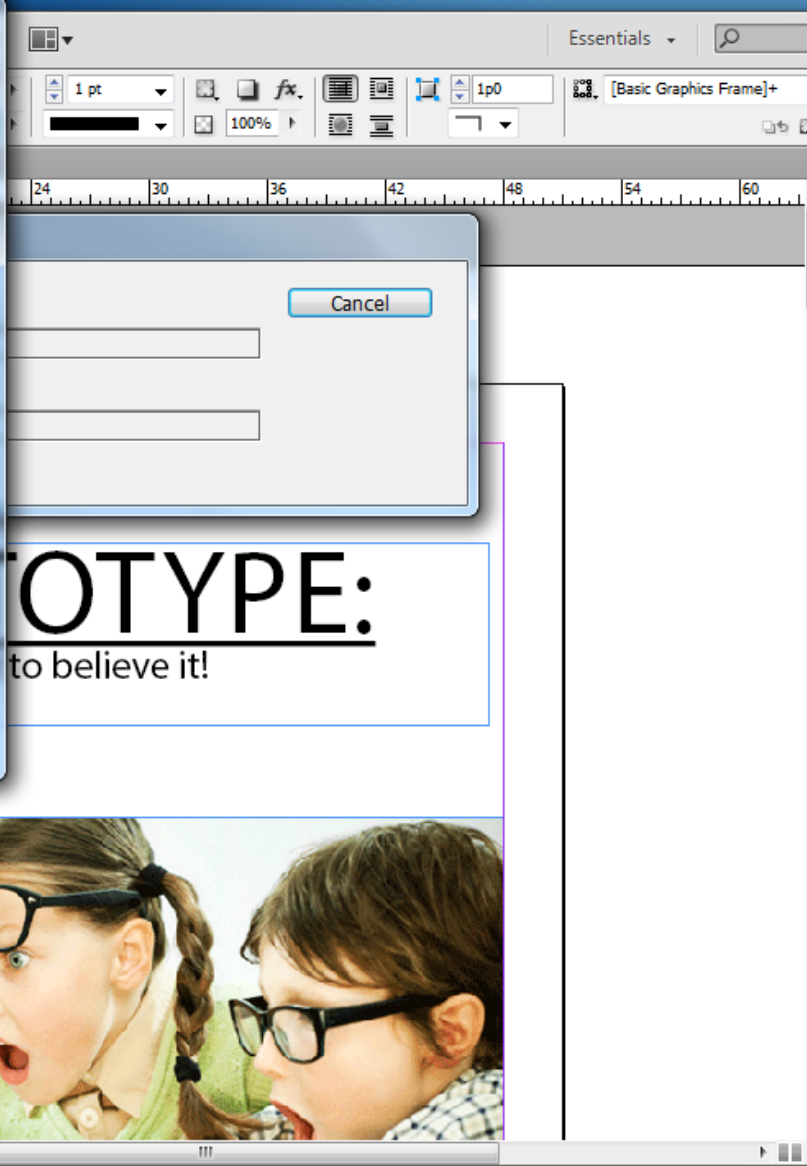
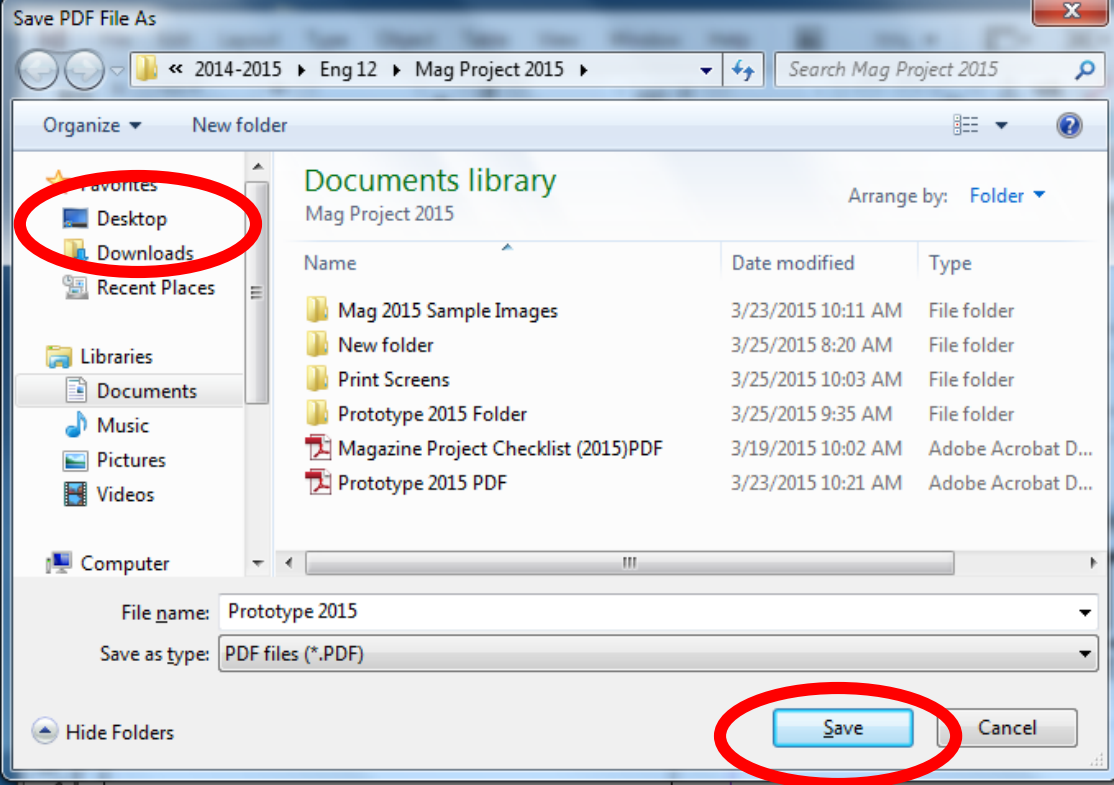


Step 6a: Click <Print> to save as PDF

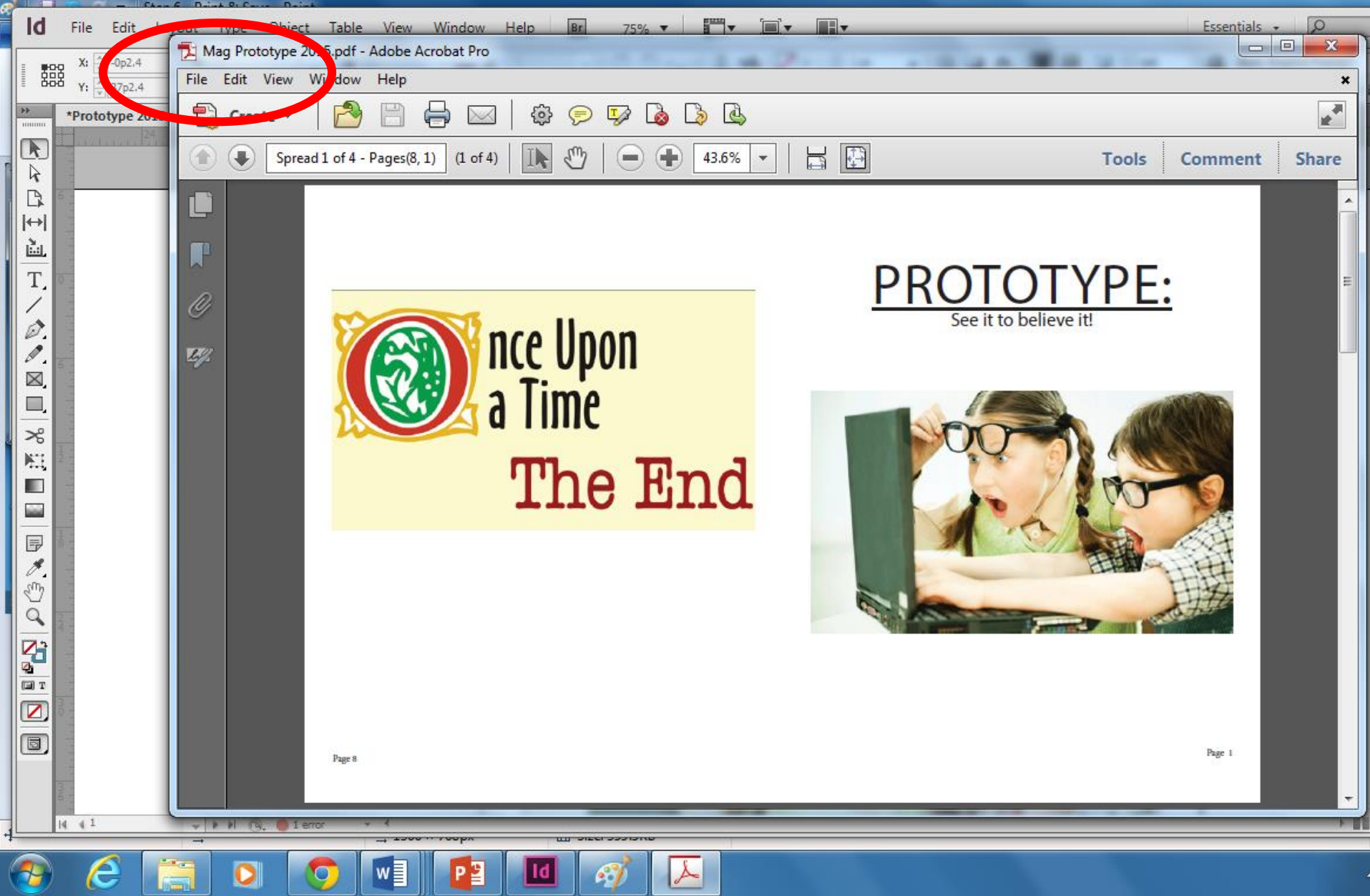


Use a relevant name: Your magazine name, or your groups initials will work:
Ex: "Prototype Mag PDF" or "RS JJ FS Mag PDF"

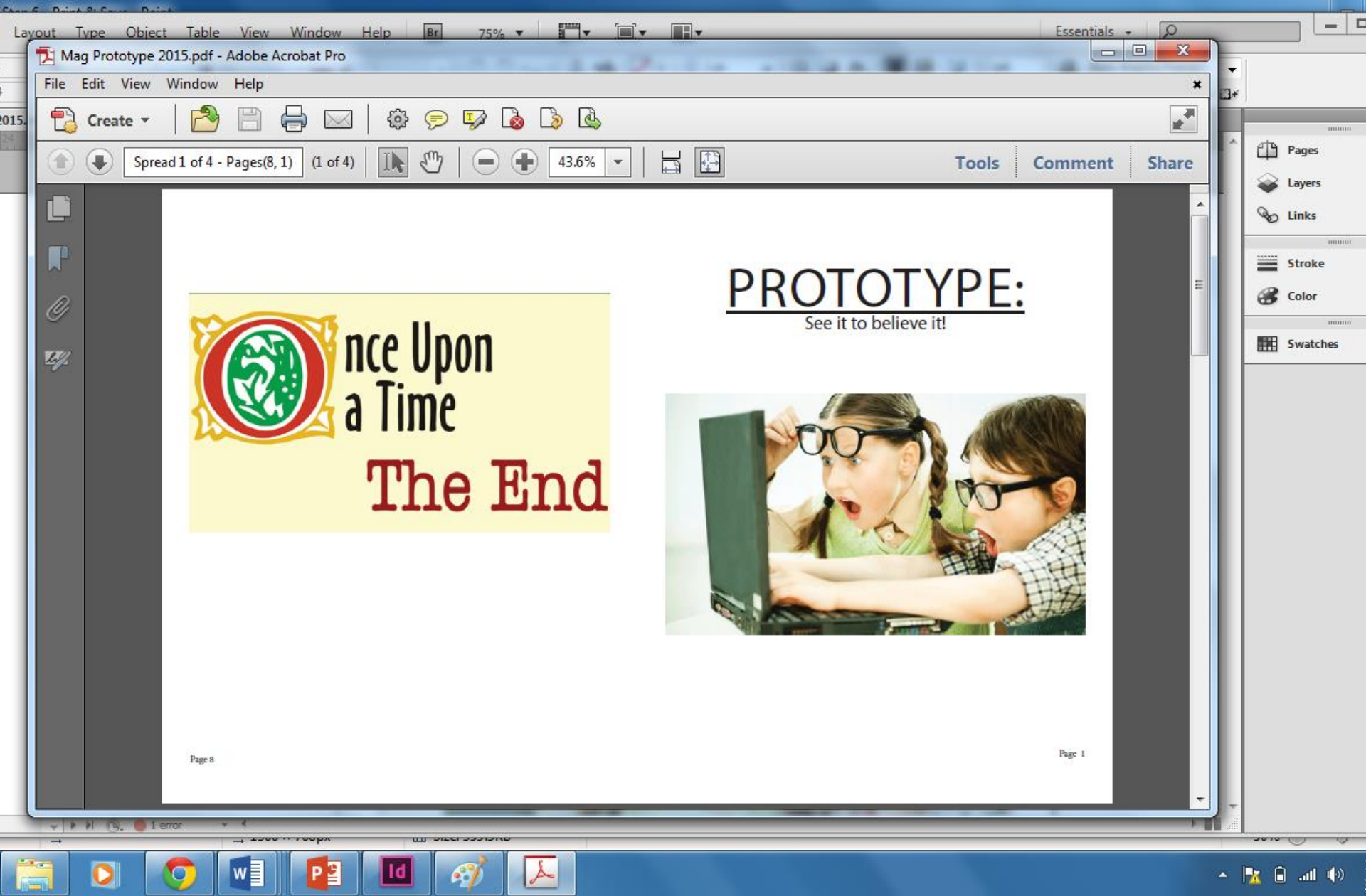
Step 6b: Title Mag File, Include "Mag PDF"



Step 6c: Save PDF File to Desktop



Step 7: Review PDF File and Email!



Step 7:

On Left: Back Cover / On Right: Cover