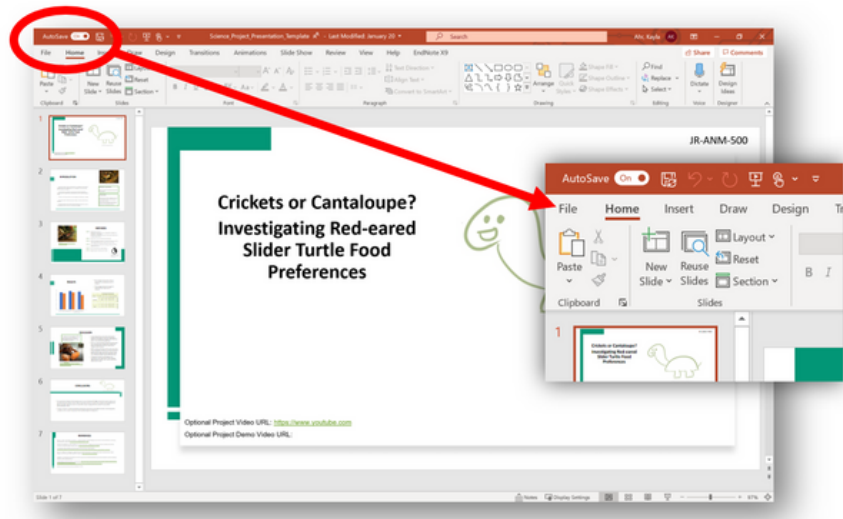


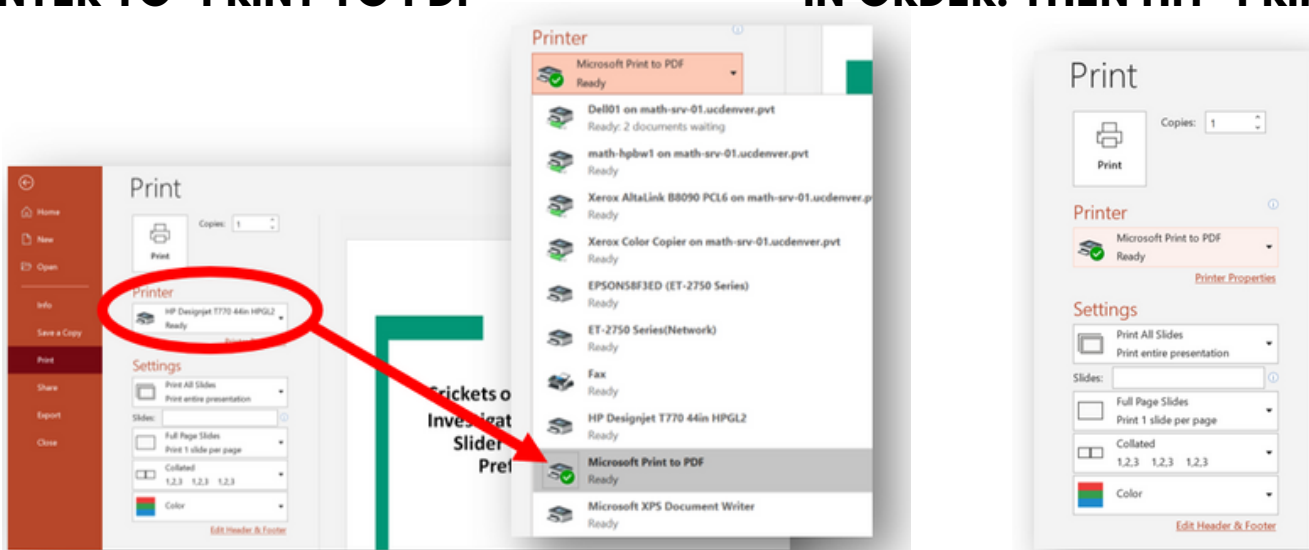
# SAVING YOUR POSTER PPT AS A PDF

1. LOCATE "FILE" IN THE UPPER LEFT-HAND CORNER OF YOUR POWERPOINT (OR GOOGLE SLIDES) DOCUMENT



2. SELECT PRINT, AND CHANGE THE SELECTED PRINTER TO "PRINT TO PDF"

3. ADJUST SETTINGS TO PRINT THE CORRECT SLIDES, IN ORDER. THEN HIT "PRINT"



4. BE SURE TO TITLE AND SAVE YOUR PROJECT. DOUBLE CHECK TO BE SURE "SAVE TYPE AS" INDICATES YOUR FILE IS IN PDF FORM

