

HOW TO EDIT YOUR PDFS

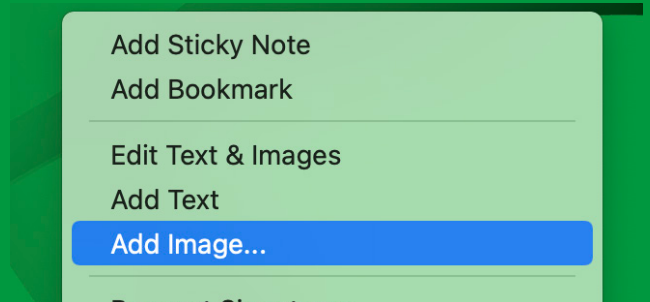
EDITING TEXT

Simply place your cursor over the editable text areas and enter your information corresponding with the criteria.



INSERTING CLUB LOGO

Right click anywhere on the pdf and select **Add Image**. You can then locate your club logo in the files of your computer and place onto the PDF.



PLACEMENT OF CLUB LOGO

Once logo is imported, click and drag the logo over the outlined box next to the FAW Trust logo. Click on the image and use the circles on the corner of the box to scale the logo down so it fits over the box nicely and is at a similar size to the FAW Trust logo.



EXPORTING PDF AS JPEG

Go to **File > Export To > Image > Jpeg**. You will then have to chose where to save your JPEGS on your computer. once that is done, each page of the PDF will be exported as a JPEG ready for use.

