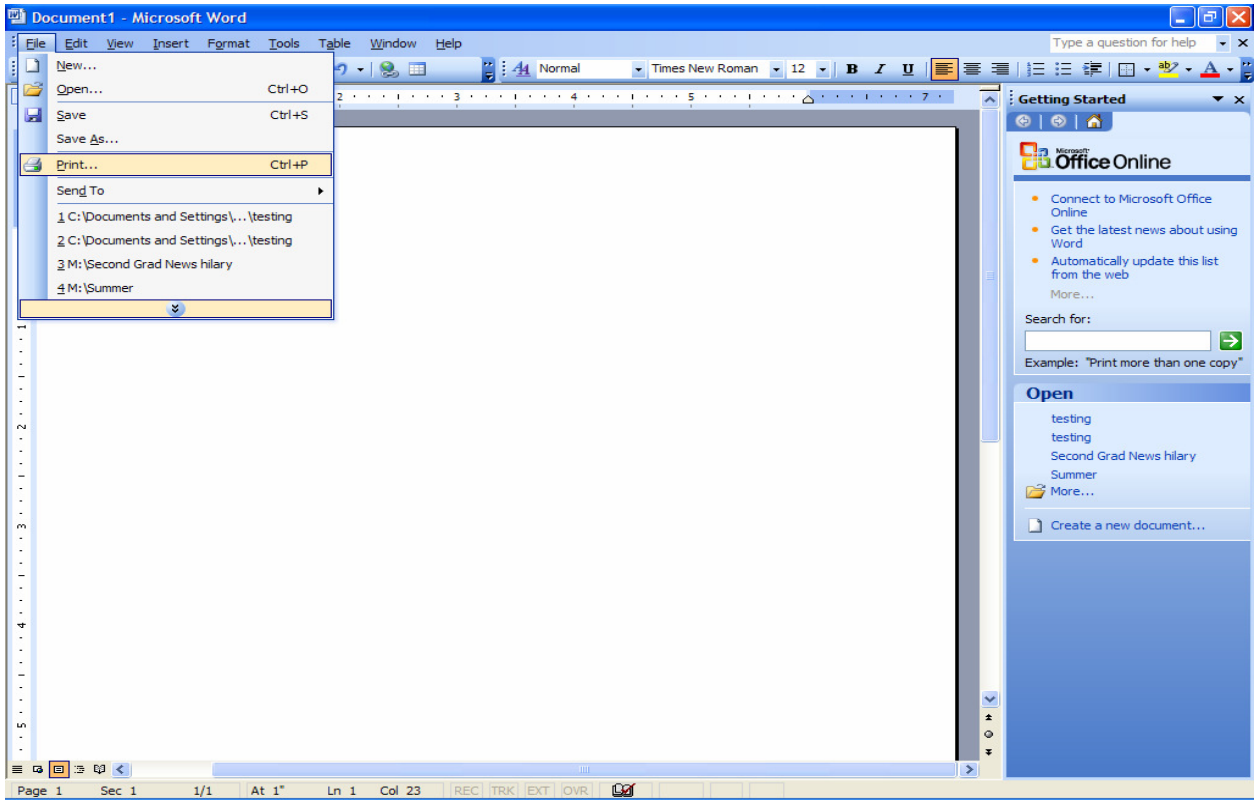
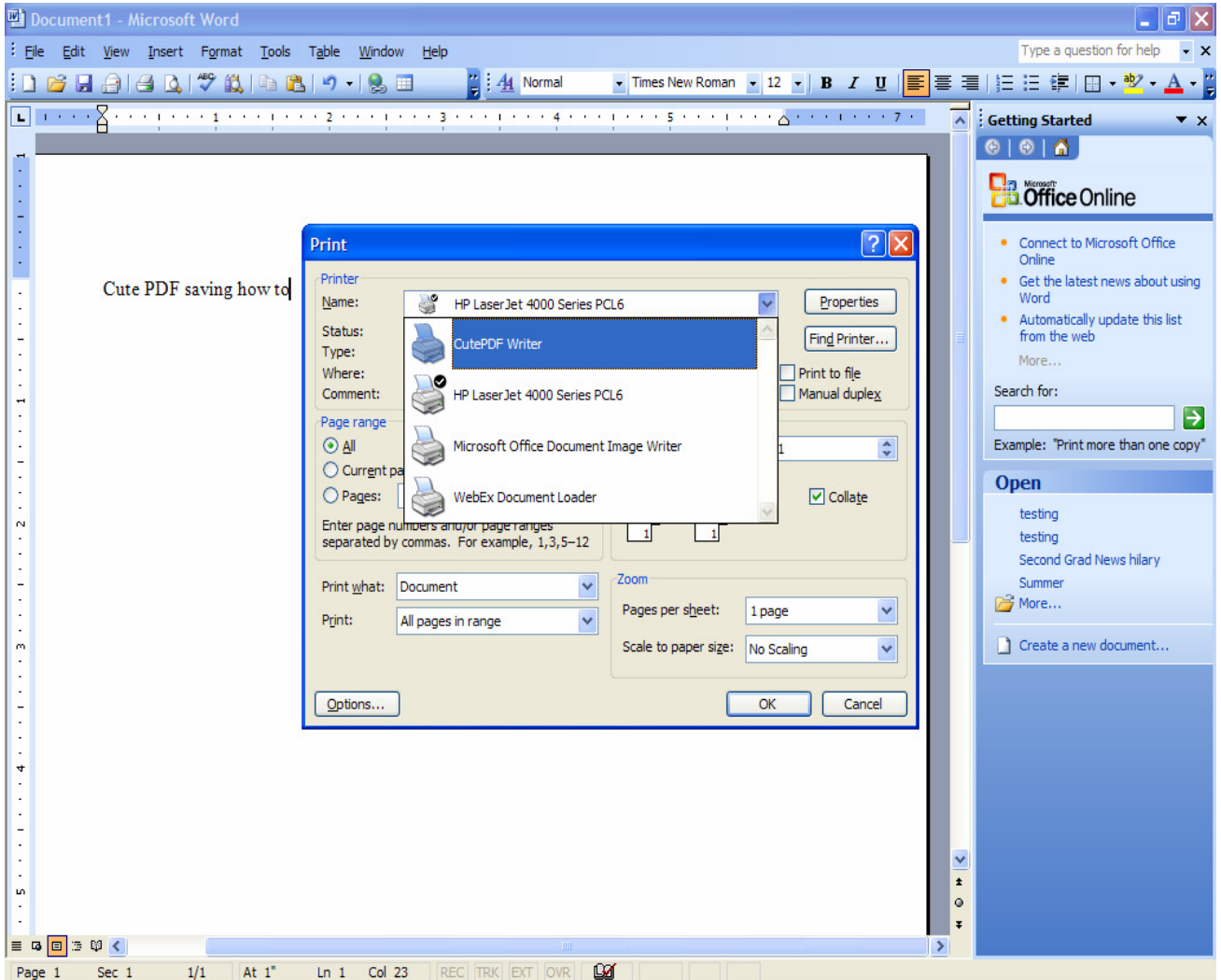


How to use the “Cute PDF” converter for Microsoft word documents.

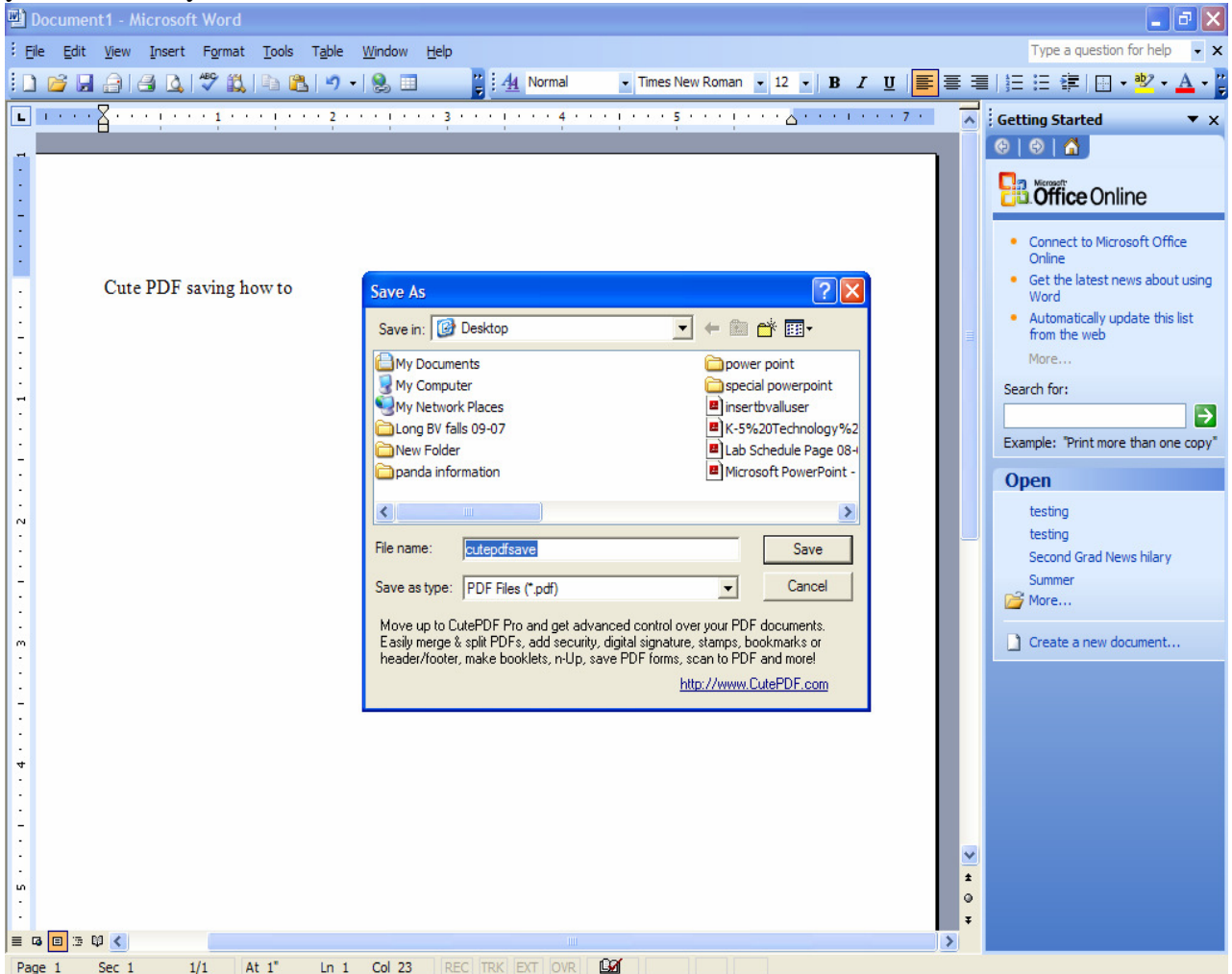
First step after you have completed your document, is to go to File>Print like the screenshot below.



After you hit print you will need to select the “Cute PDF writer” as your printer then click the “ok” button. (I realize that this sounds a bit confusing but bear with me on this). Please see the screenshot below



The next step will be much like saving a document. In fact that is exactly what you are doing. Personally I prefer to save to my desktop then move the document to its final storage location once I have exited the word program. (It's a control issue I have with the possibility of losing a saved piece of work.) Long story short save to a location where you can recall your new PDF and such see below screenshot for extra details.



That's it!! Once you have converted your word document to PDF format you can move around and if you need to place it in the sub folders for your web pages to link to.

If you have any questions please email/call me
Thank you,
Paul Truman
Xt 1234