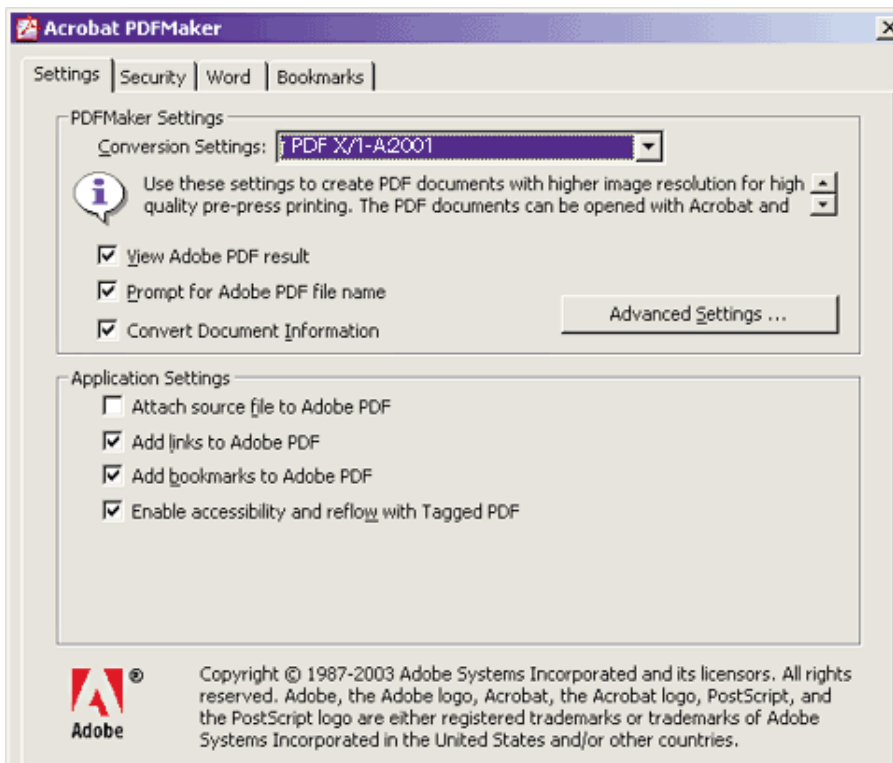
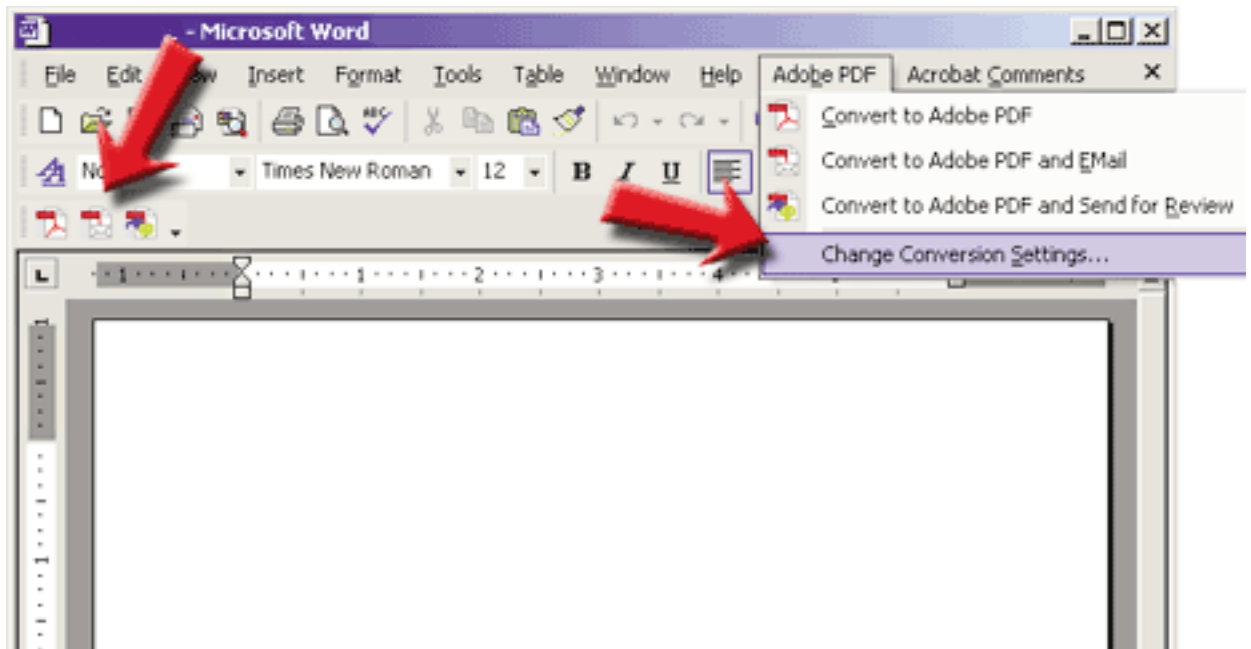


Microsoft Word XP and Adobe Acrobat 6 Professional

After installing the full version of Adobe Acrobat, you should have a new set of buttons on your Microsoft Word toolbar and a set of new drop down lists to work with as well.

The first step is to be sure that the settings for creating a pdf are the correct ones for submitting to us. So, go to the Adobe PDF dropdown and select Change Conversion Settings...



Conversion Settings
Next, change the
Conversion Settings to
PDFX/1:a2001

You are now ready to
create PDF's from Word.

Now you are ready to create your PDF.

1. Open the file to be converted in Microsoft Word.
2. Do one of the following:

- * Choose Adobe PDF > Convert to Adobe PDF.
- * Click the convert to Adobe PDF button on the toolbar.

