

Adobe PDF Editing

Editing Text

1. Tools > Advanced Editing > Touchup Text Tool
2. Highlight desired text, right click
3. Select Properties, ignore the warning (see Figure A) if displayed

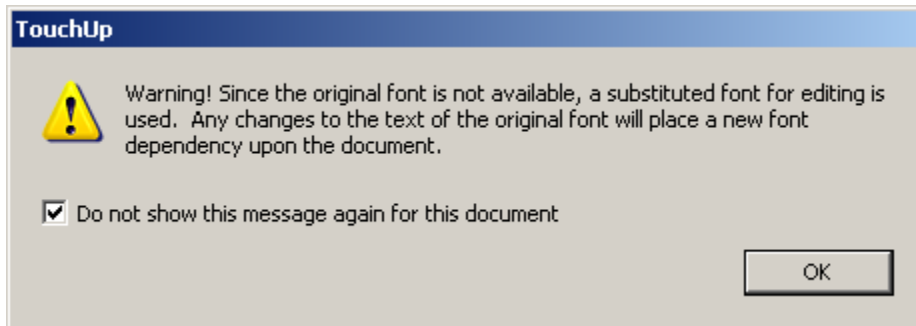


Figure A

4. The TouchUp Properties window is displayed (see Figure B).

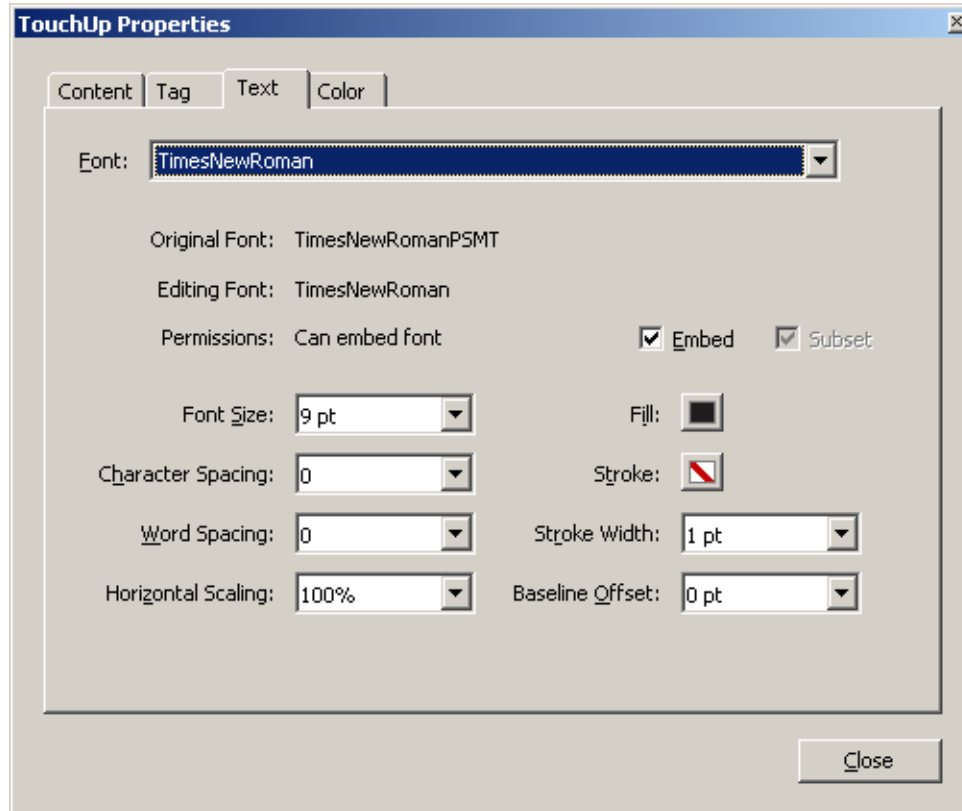


Figure B

5. To create bold or italic text, select the font you wish with the desired effect after the Font name (ie Arial, bold)
6. To adjust font color, select the desired text and change the Fill box to the desired color.

Editing Objects (Requires Adobe Professional)

1. Tools > Advanced Editing > TouchUp Object Tool
2. Select desired object. Use the guides to move and resize the document as needed (see Figure C for Example).

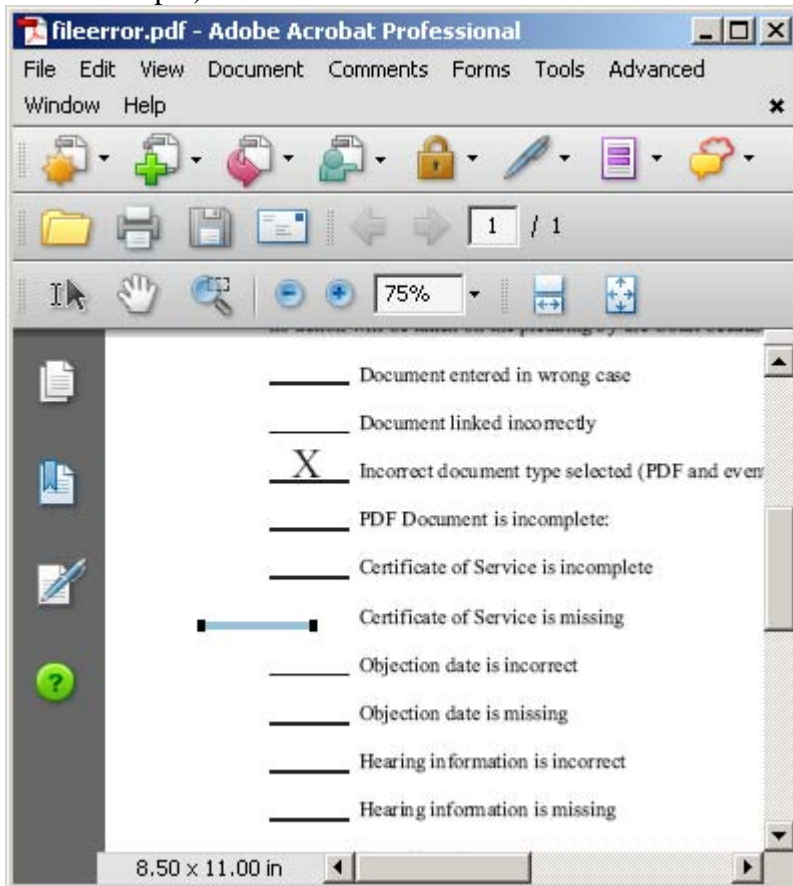


Figure C