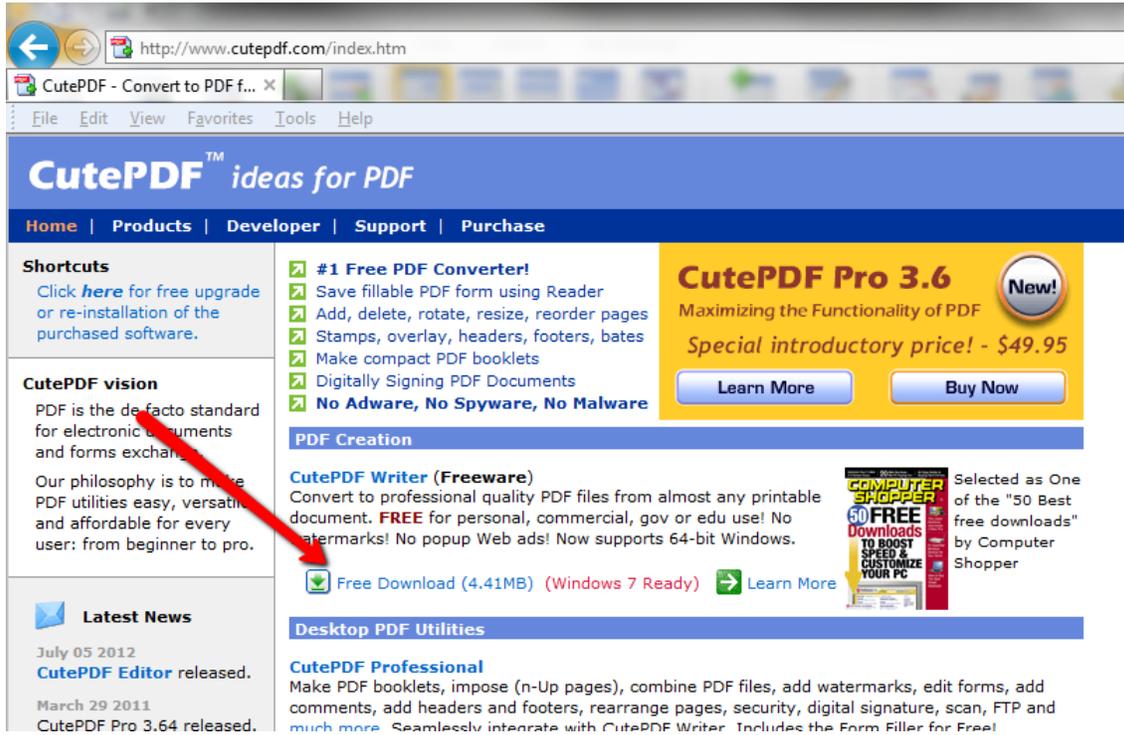# CutePDF Instructions

CutePDF is a free version of the commercial PDF converter software. CutePDF Writer installs itself as a "printer subsystem". This enables virtually any Windows applications (must be able to print) to convert to professional quality PDF documents - with just a push of a button!

Follow these quick and easy steps to download and use CutePDF software.

Make sure to consult your facility's policies and/or coordinate the installation with your IT people before downloading software to your PC
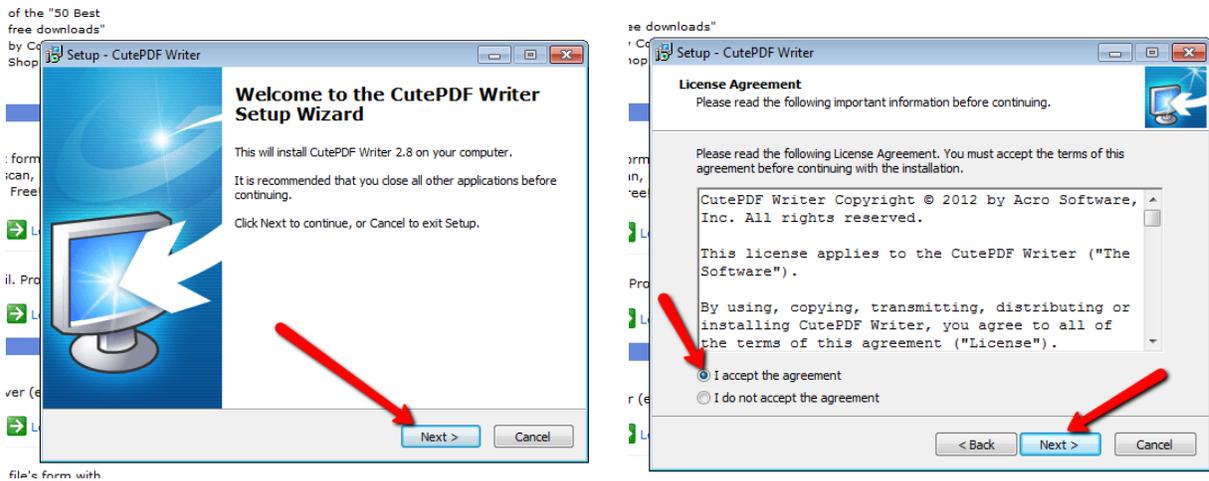
Installing CutePDF

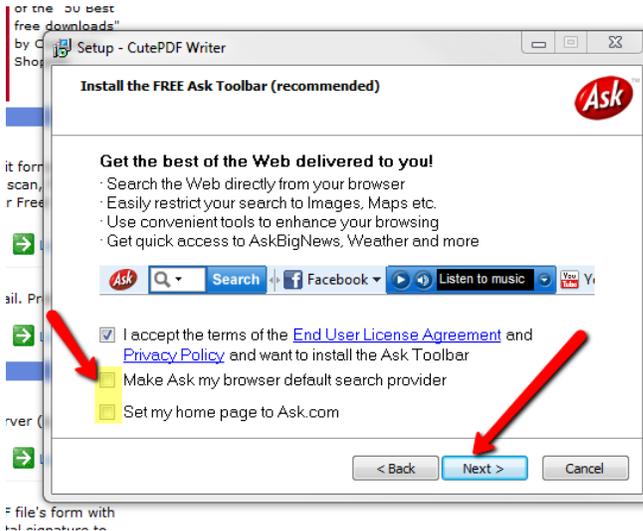1. Go to www.cutepdf.com and click on '**Free Download**' under CutePDF Writer.
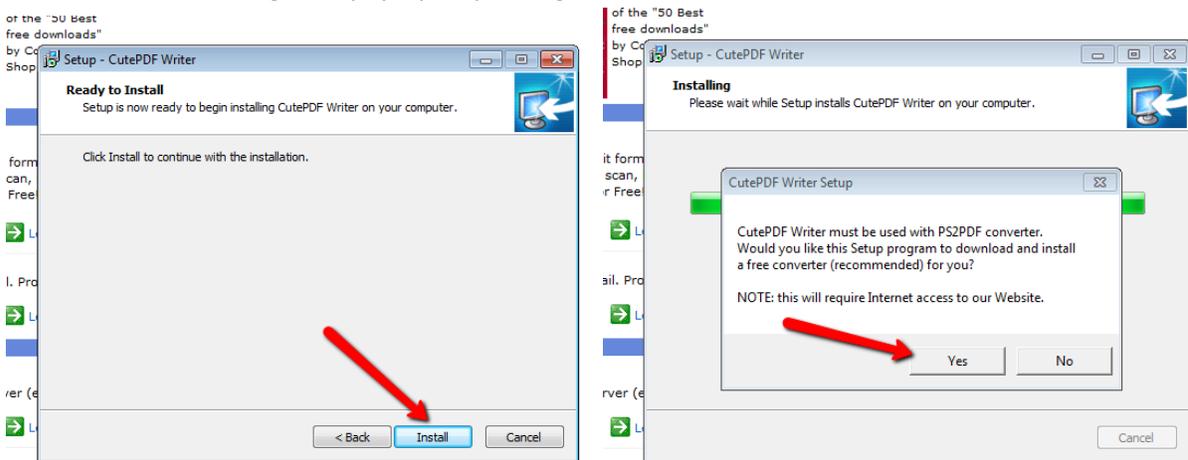

2. A dialog box will pop up, select '**run**'.

3. In the Setup Wizard select '**Next**' and then click '**Accept**' then '**Next**' to continue.

4. Next will be a prompt asking you to install the FREE Ask Toolbar. You will want to uncheck all boxes except the "I accept the terms" box then select '**Next**'.
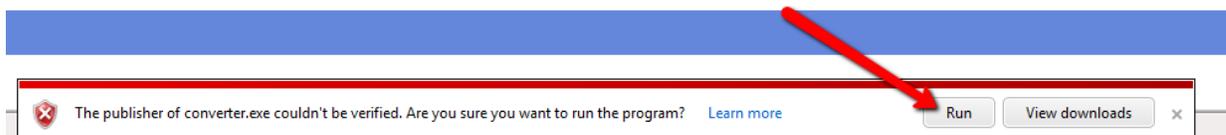

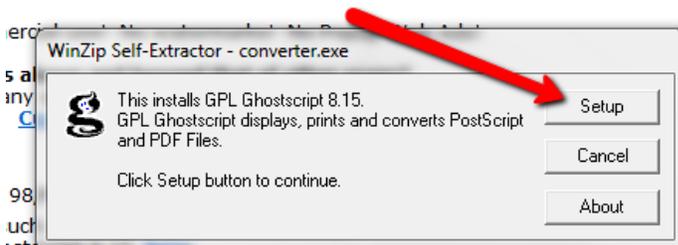5. Click '**Install**'. A message will pop up requesting to download PS2PDF converter, click '**Yes**'.

6. CutePDF is now installed. There will not be an application that runs. Next go to www.cutepdf.com/Products/CutePDF/Writer.asp to download the PS2PDF converter. Click '**Free Converter**' then '**Run**'.
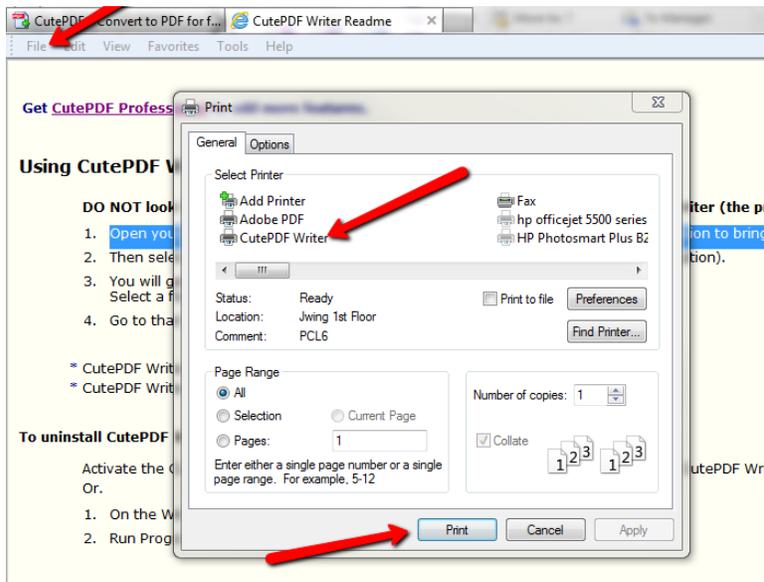

7. Click '**Run**' to run the converter.exe program.

8. Click '**Setup**' for the WinZip Self-Extractor – coverter.exe and the installation is finished.

Using CutePDF Writer to create a PDF document

1. Open your original document and select '**Print'** command in File menu of your application to bring up Print dialog box. Select '**CutePDF Writer**' under the select printer section, then click '**Print**'.

2. A dialog box will pop up asking you to save. Select a **location**, type a **file name** and click '**Save**'.