

ITS Resource Center Home

Creating a PDF in OS X

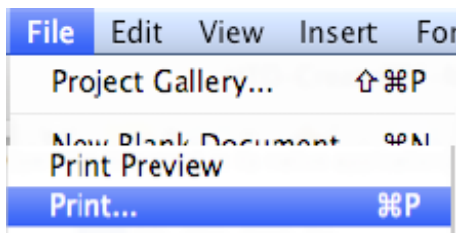
Contact Information

Educational Technology Support

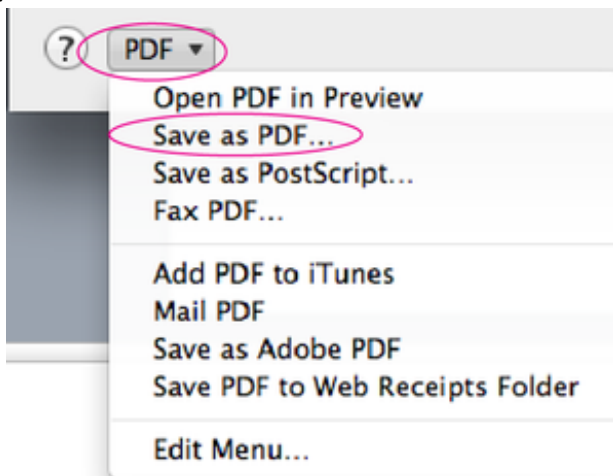
315-859-4877

course-support@hamilton.edu

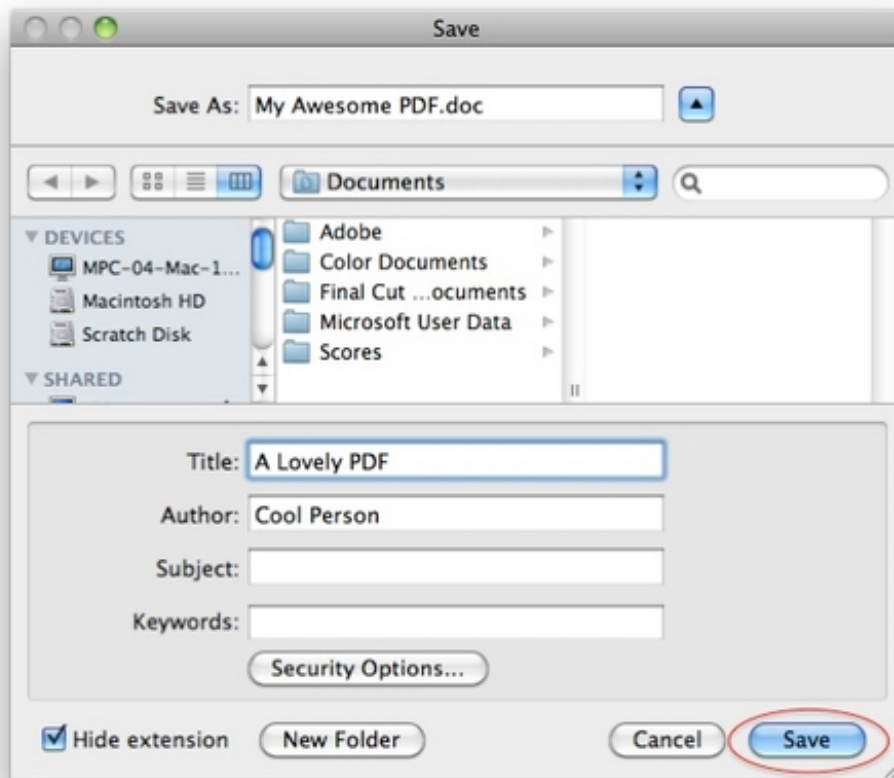
1. Open the document in its native application (e.g. Powerpoint, etc).
2. From the **File** menu, select **Print**.



3. Click on the **PDF...** button in the lower left corner of the *Print* window, and select **Save as PDF...**



4. *Save* window will pop up. After you name your file and choose where to save it, click **Save**.



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