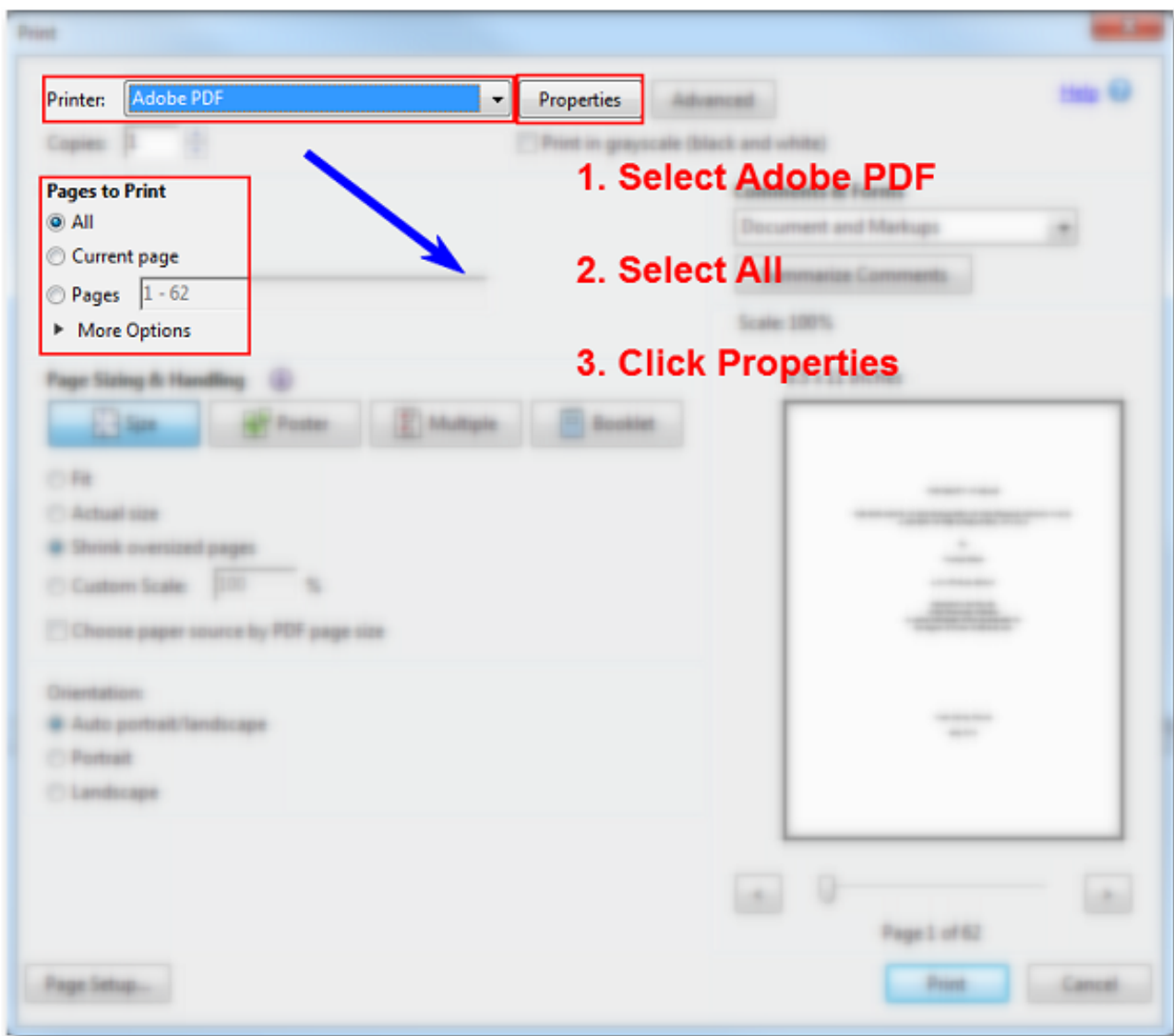
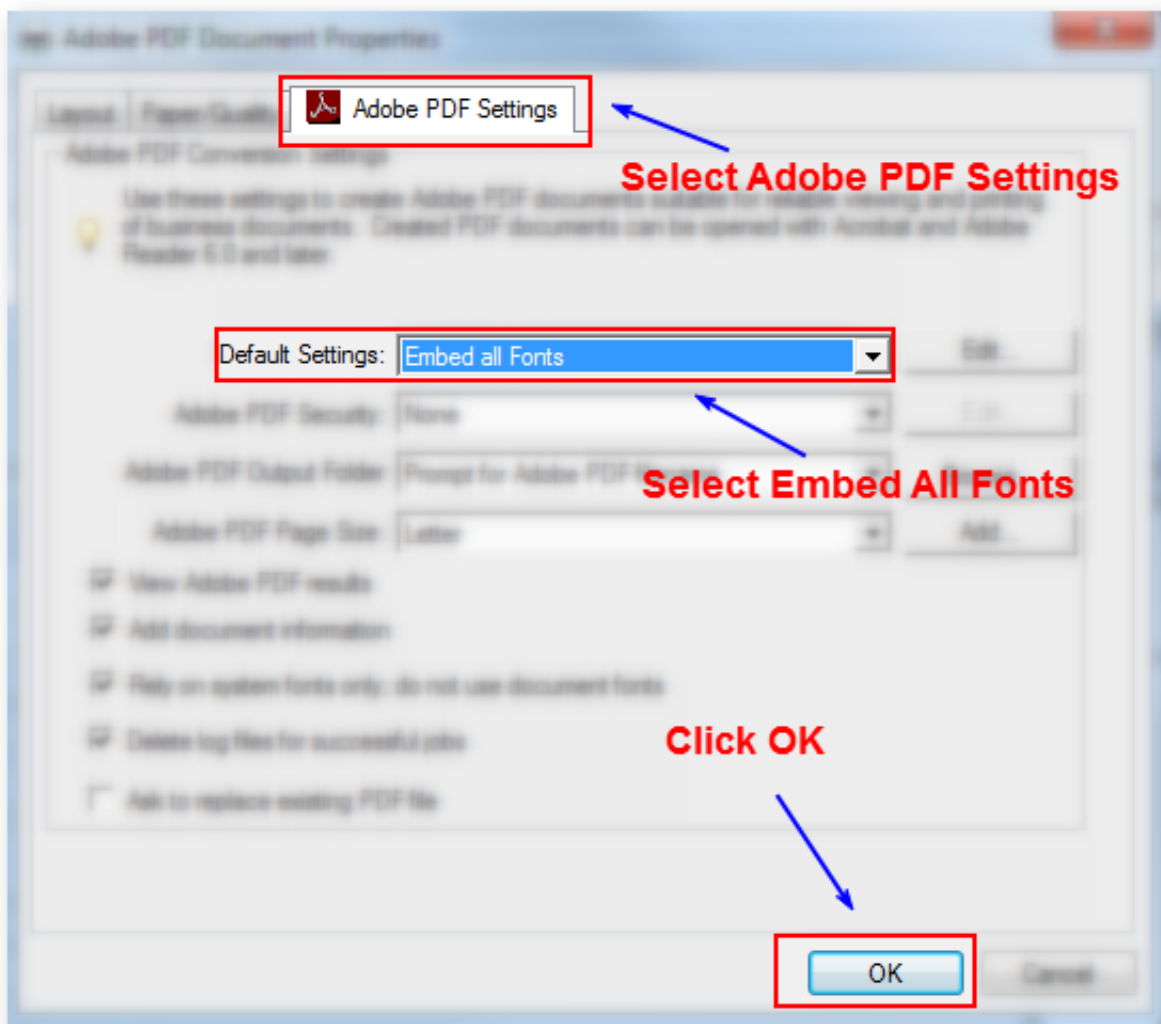


Troubleshooting - Fonts are not embedded

1. Click **File -> Print**
2. The **Print** dialogue box will appear
 - a. In the **Printer** field select **Adobe PDF**
 - b. Under **Pages to Print** select **All**
 - c. Click **Properties**



3. The **Adobe PDF Document Properties** dialogue box appears
 - a. Make sure the **Adobe PDF Settings** tab is selected
 - b. In the **Default Settings** select **Embed All Fonts**
 - c. Click **OK**



4. In the **Print** dialogue box select **Print**. You will be prompted to change the name of the pdf. Adobe will not allow you to save with the same name.