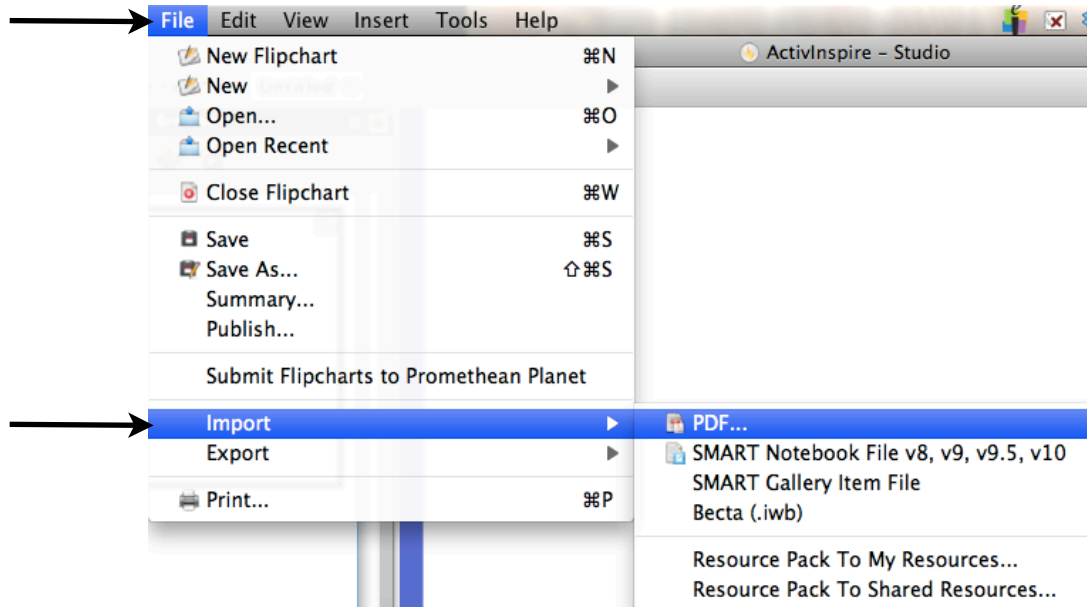
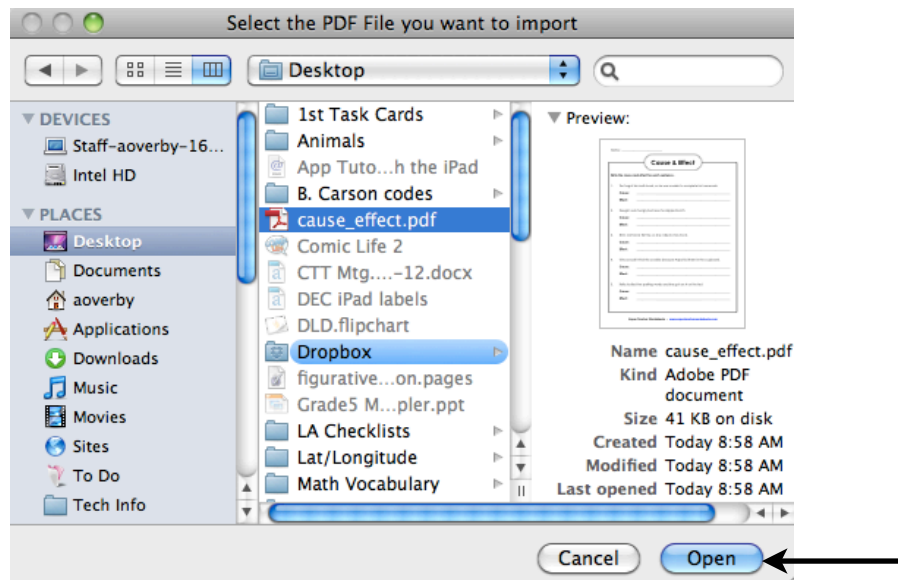


## Import PDF into ActivInspire

1. Open **ActivInspire**
2. Click on **File/Import/PDF**



3. Select the PDF File you would like to import. In this example, I have saved my PDF to my desktop, so I choose Desktop in the first column and then selected the name of my PDF. If your PDF is in another location, choose it accordingly. Then click **Open**.



4. In the window that opens, be sure to mark where you want the PDF to 'Import To'. You have 3 choices here. Then click **Import**.

