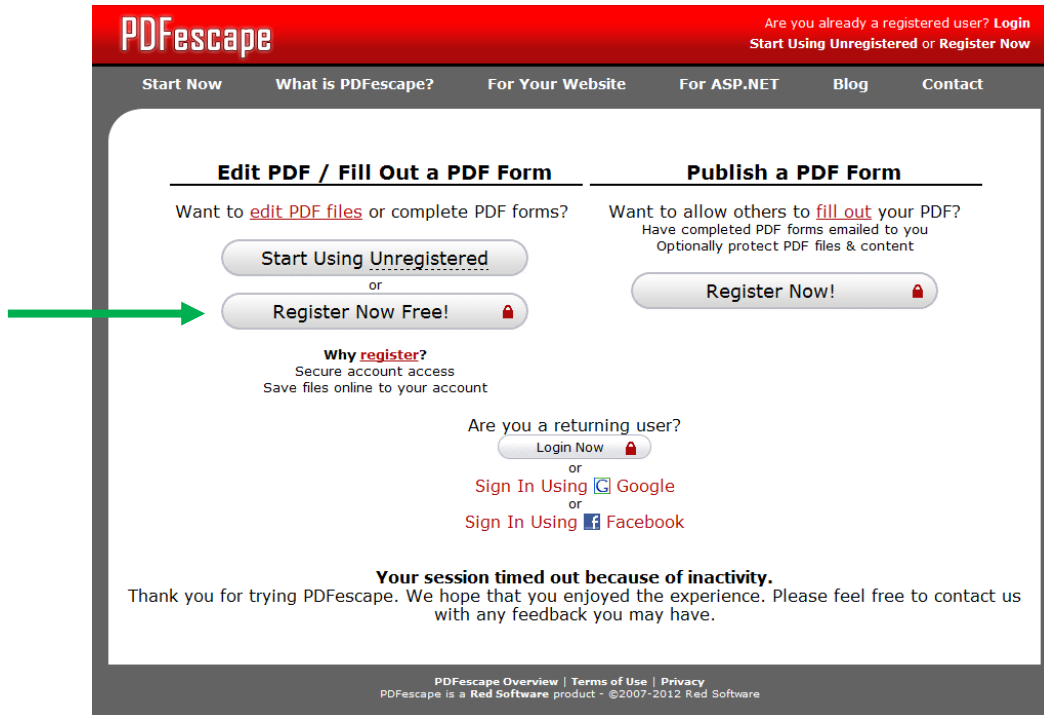


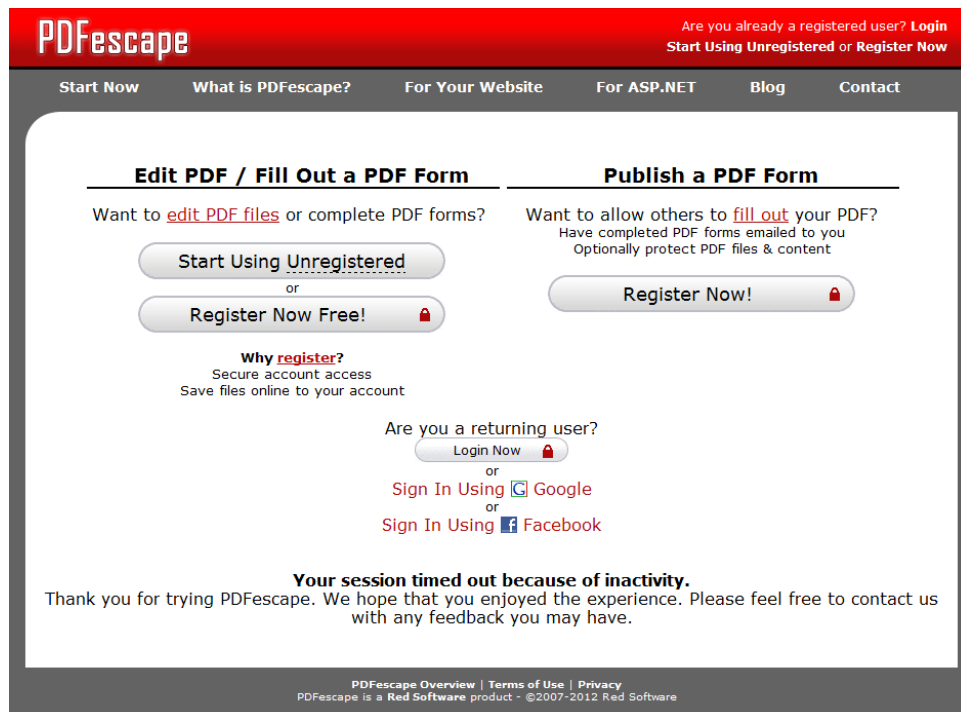
PDFescape Step-By-Step Guide

Before you begin, please note that the document you wish to edit must be saved to your computer prior to uploading it to PDFescape.

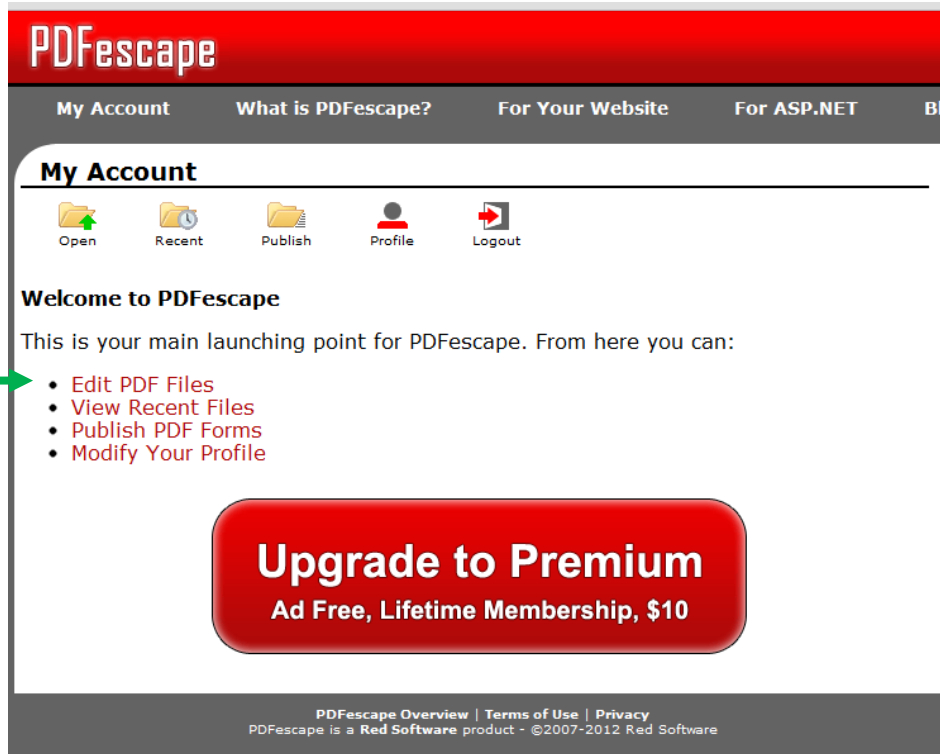
Step 1: You must register, by selecting “Register Now Free!”.



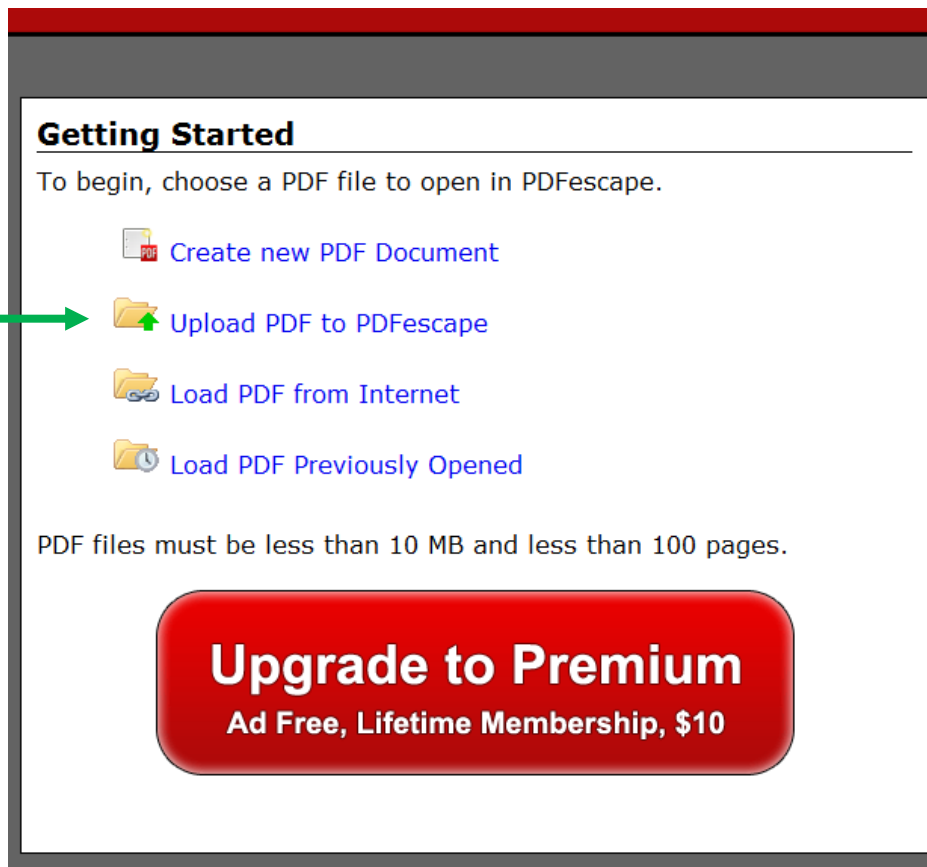
Step 2: After Registering you will want to “Login” using the username and password you chose when registering. Please remember that each time you use PDF escape you will need to “Login”.



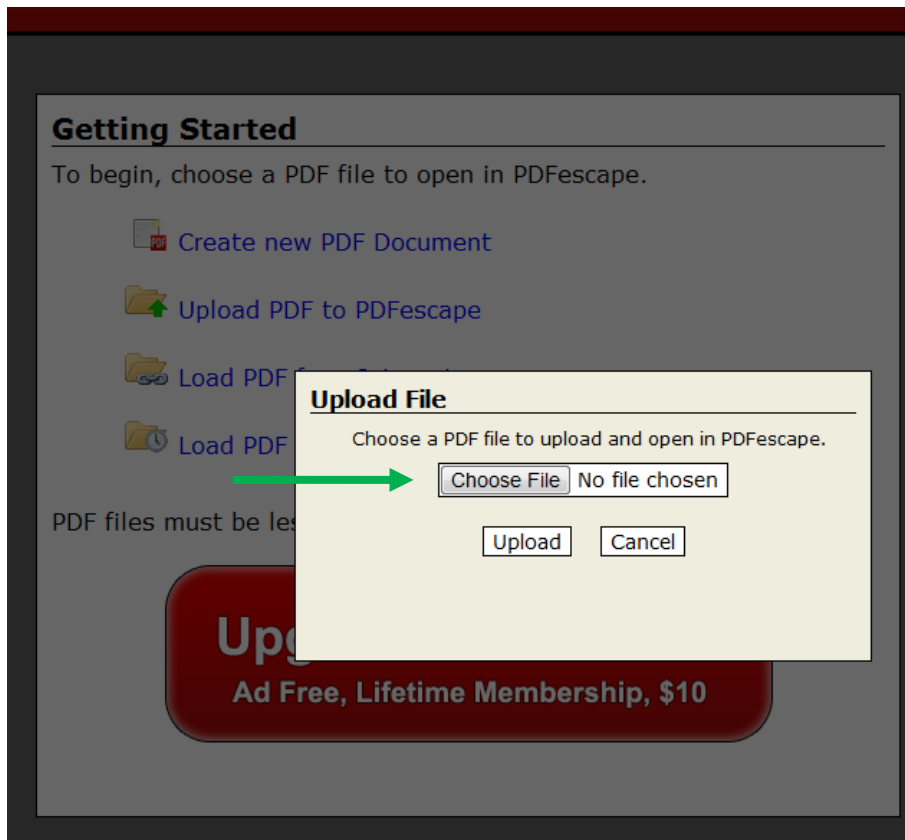
Step 3: Choose “*Edit PDF Files*”. Remember that you must already have the document saved on your computer in PDF format that you wish to edit prior to uploading it to PDF escape.



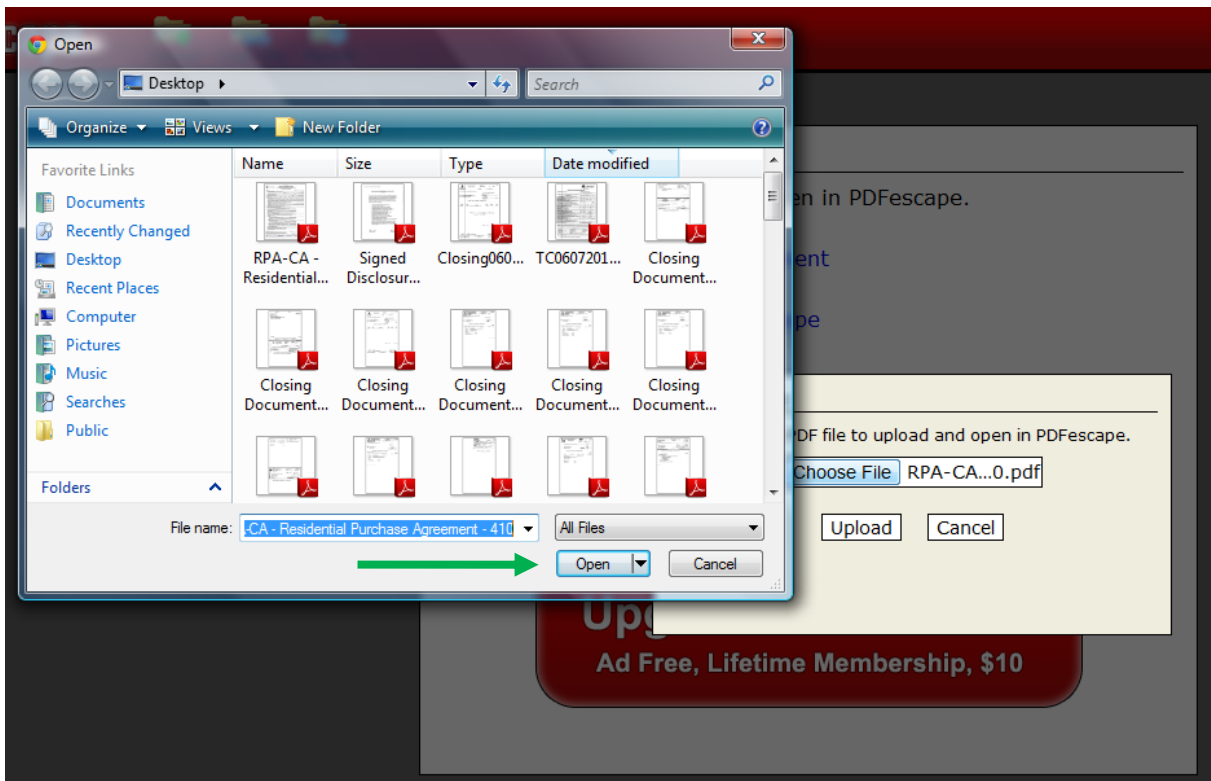
Step 4: Select “*Upload PDF to PDFescape*”.



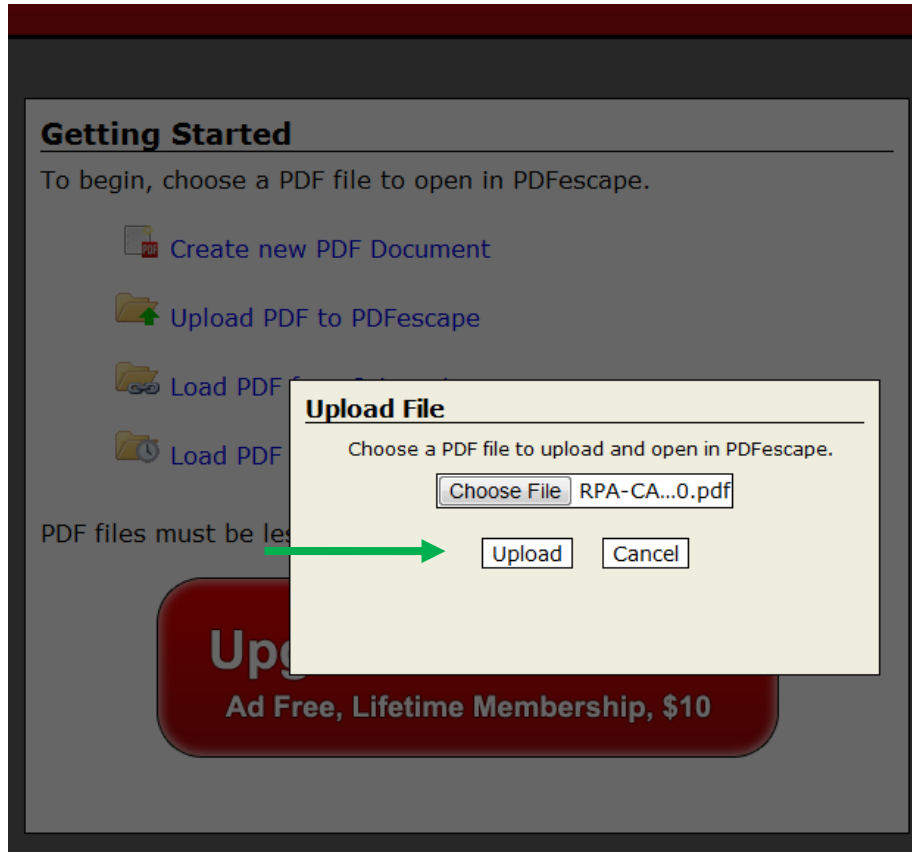
Step 5: Begin to upload the file already saved to your computer by clicking “Choose File”.



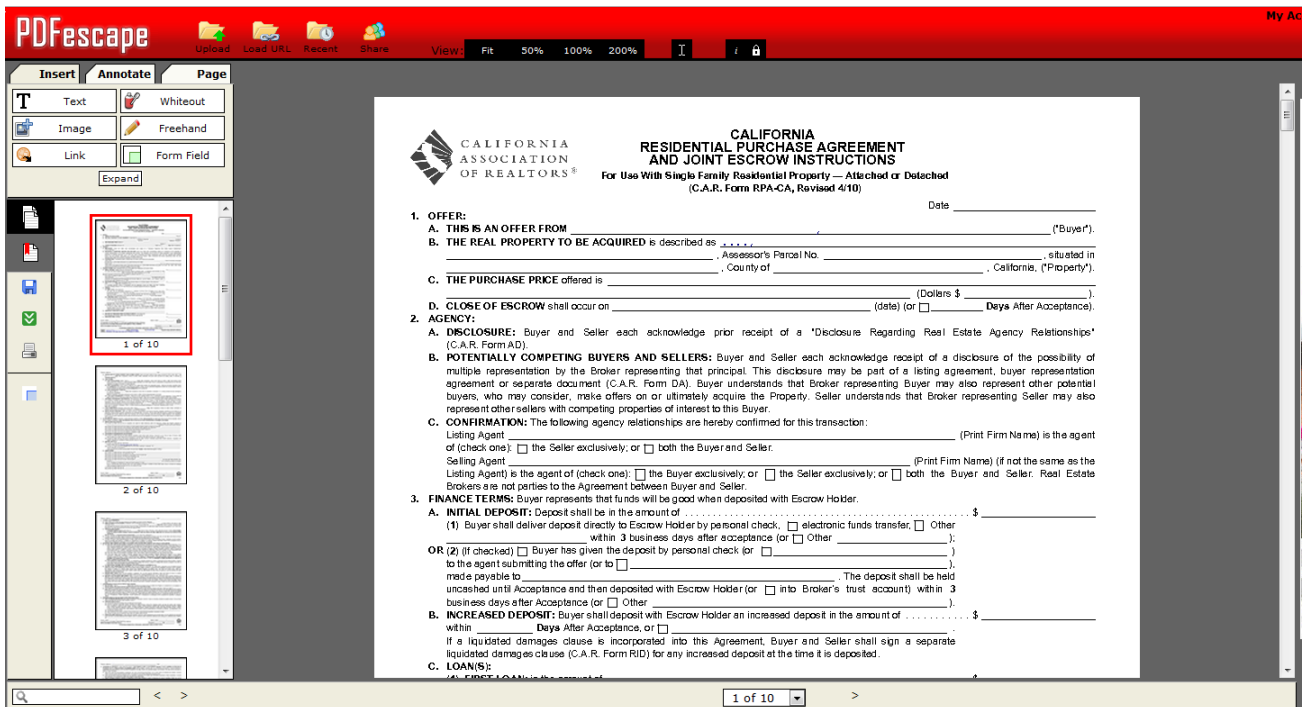
Step 6: Choose the document in the “Open” pop-up that you wish to upload by clicking it and selecting “Open”.



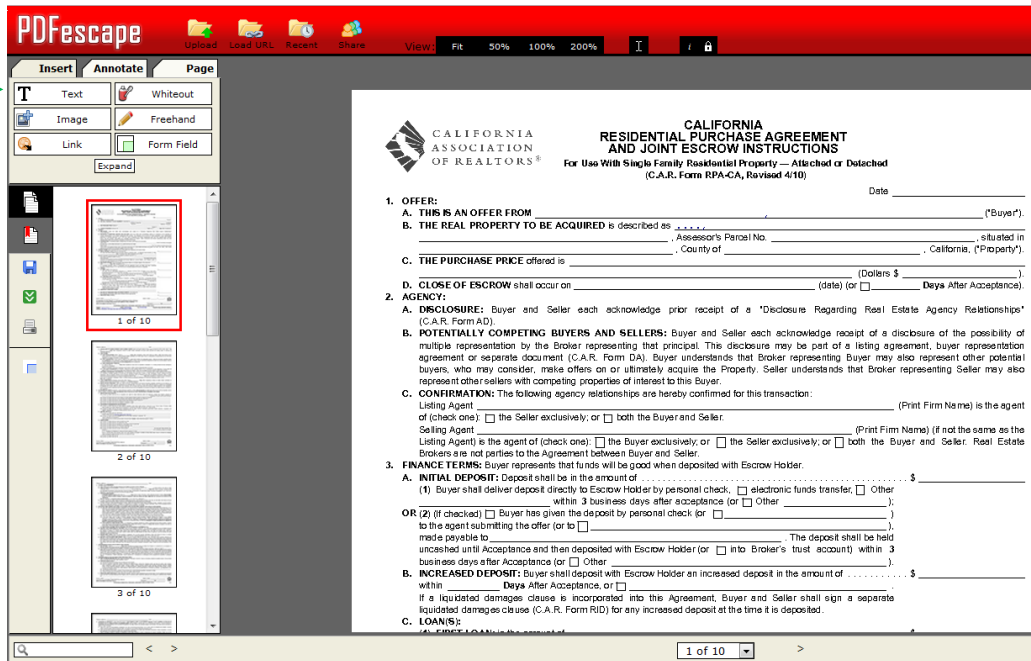
Step 7: Select "Upload" after choosing the document from the "Open" pop-up. Note: you should see the name of the document in the field next to "Choose File".



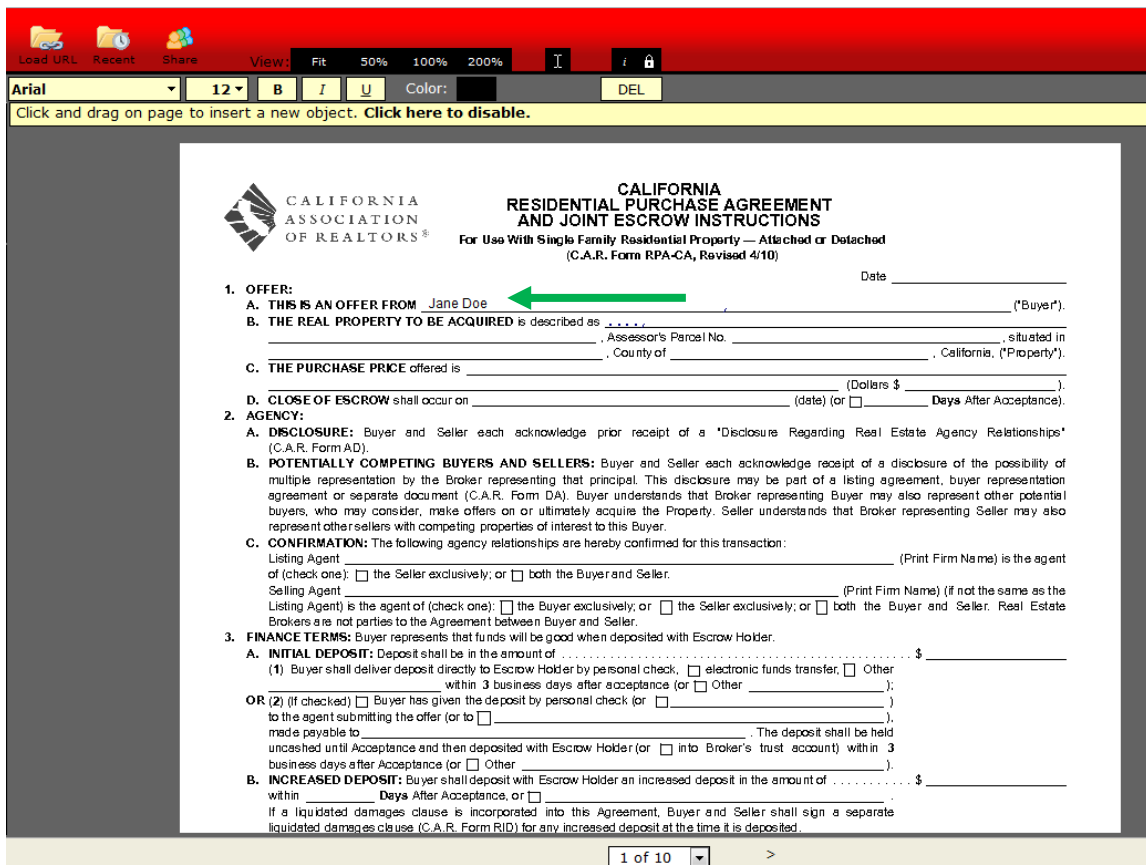
Step 8: You should see a screen similar to the below example of your document.



Step 9: Choose "Text" to type into the document.



Step 10: After clicking "Text" you may start typing into your document by selecting the area you wish to type. *Note:* You may change the font, font size, font color, or make the font bold, italicize, or underlined; by using the tools bar located above your document. If you notice that after you enter wording that you would like to shift to left or right, up or down you must click the light yellow bar above the document that says "Click and drag on page to insert a new object. Click here to disable", then click the wording you would like to alter.



Additional Features

“Annotate” - Highlight/Create Sticky Notes

Whiteout – Cover up wording already in the document

Zoom In – Make document larger

The screenshot displays the PDFescape web application interface. At the top, there is a red header with the PDFescape logo and navigation icons for Upload, Load URL, Recent, and Share. Below this is a toolbar with 'View' options: Fit, 50%, 100%, and 200%. The main interface is divided into three tabs: 'Insert', 'Annotate', and 'Page'. The 'Annotate' tab is active, showing tools for Text, Image, Link, Whiteout, Freehand, and Form Field. A sidebar on the left shows a document preview with three pages, the first of which is highlighted with a red box. The main area displays a sample document titled 'CALIFORNIA RESIDENTIAL PURCHASE AGREEMENT AND JOINT ESCROW INSTRUCTIONS'. The document text includes sections for Offer, Agency, Confirmation, and Finance Terms. At the bottom of the interface, there is a search bar and a page navigation control showing '1 of 10'.

Change Page

Download & Save Document – Print from the downloaded and saved document so that the web url does not show up on the bottom of each page.