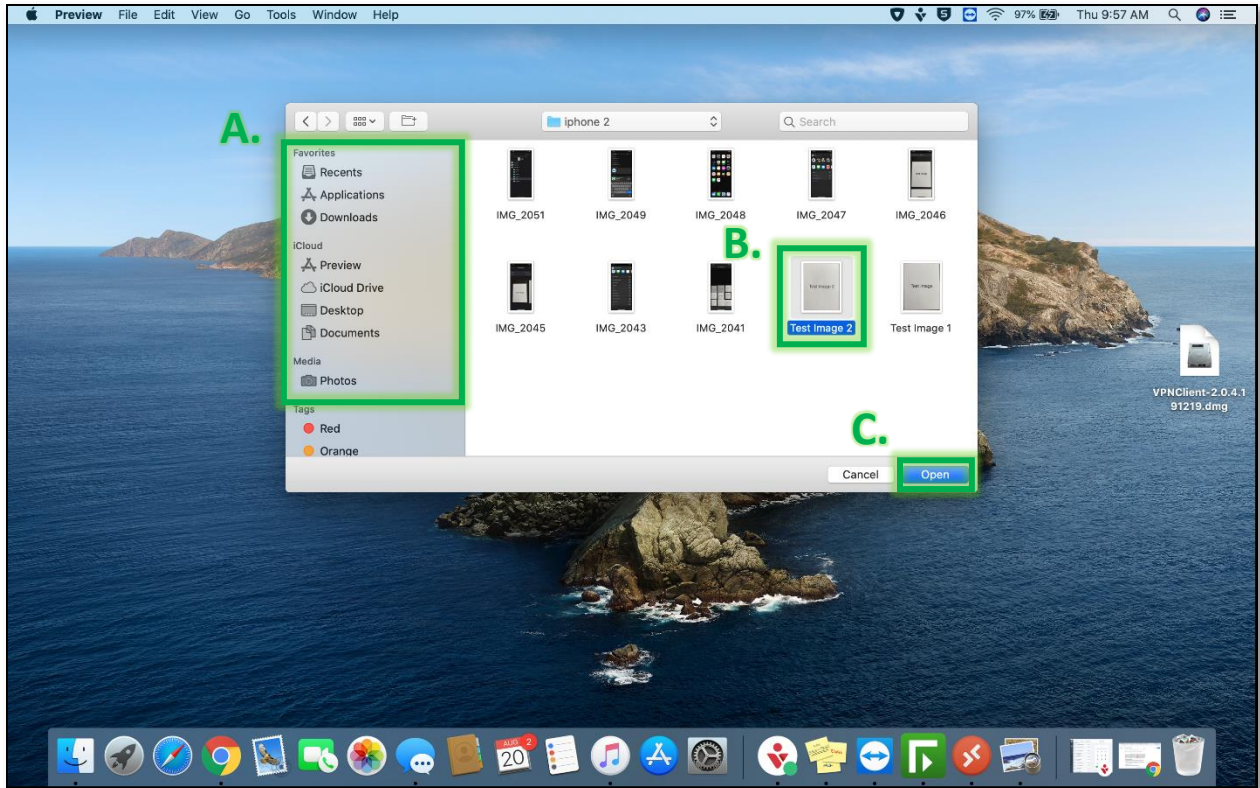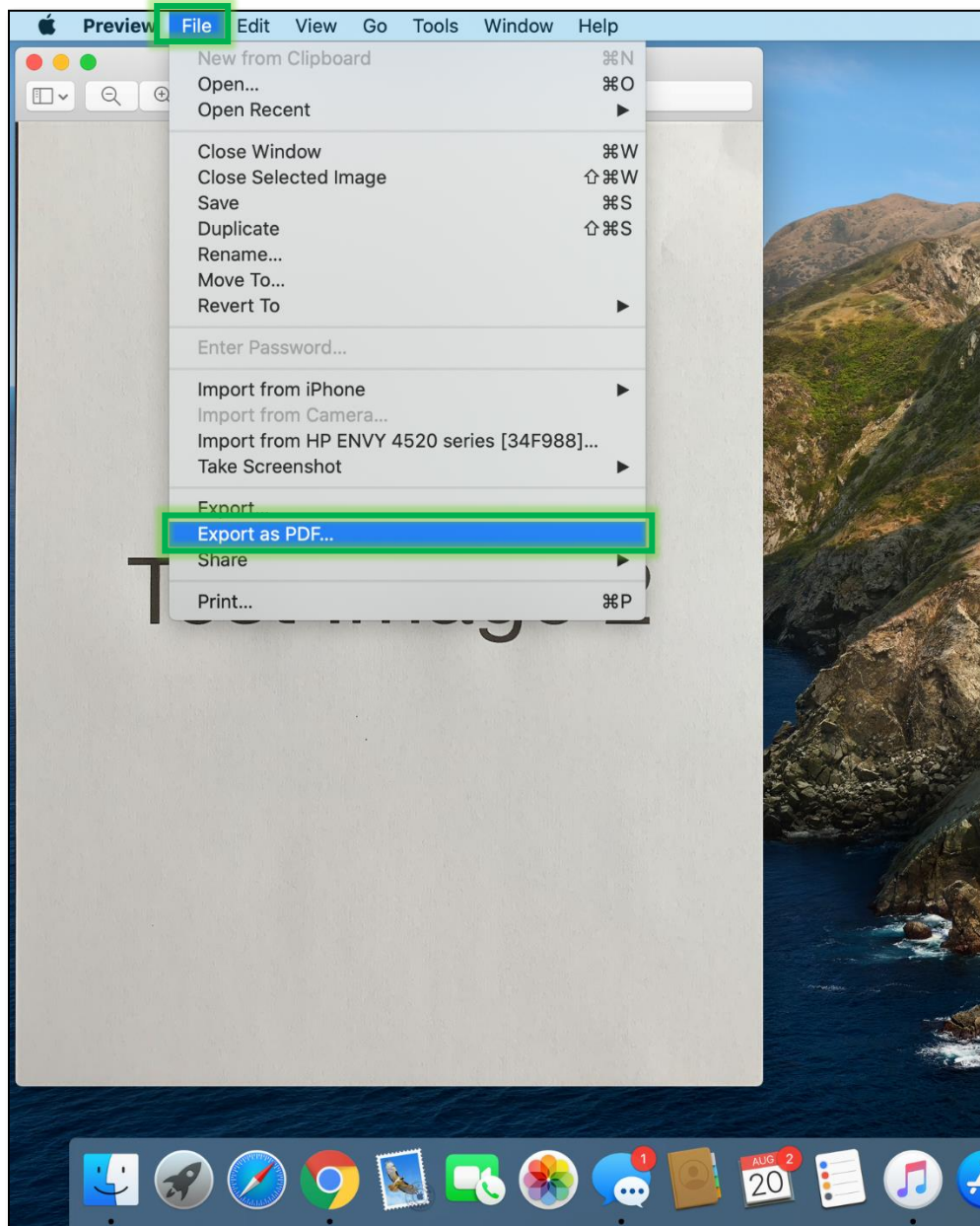# Convert an Image to a PDF Using a Mac Computer
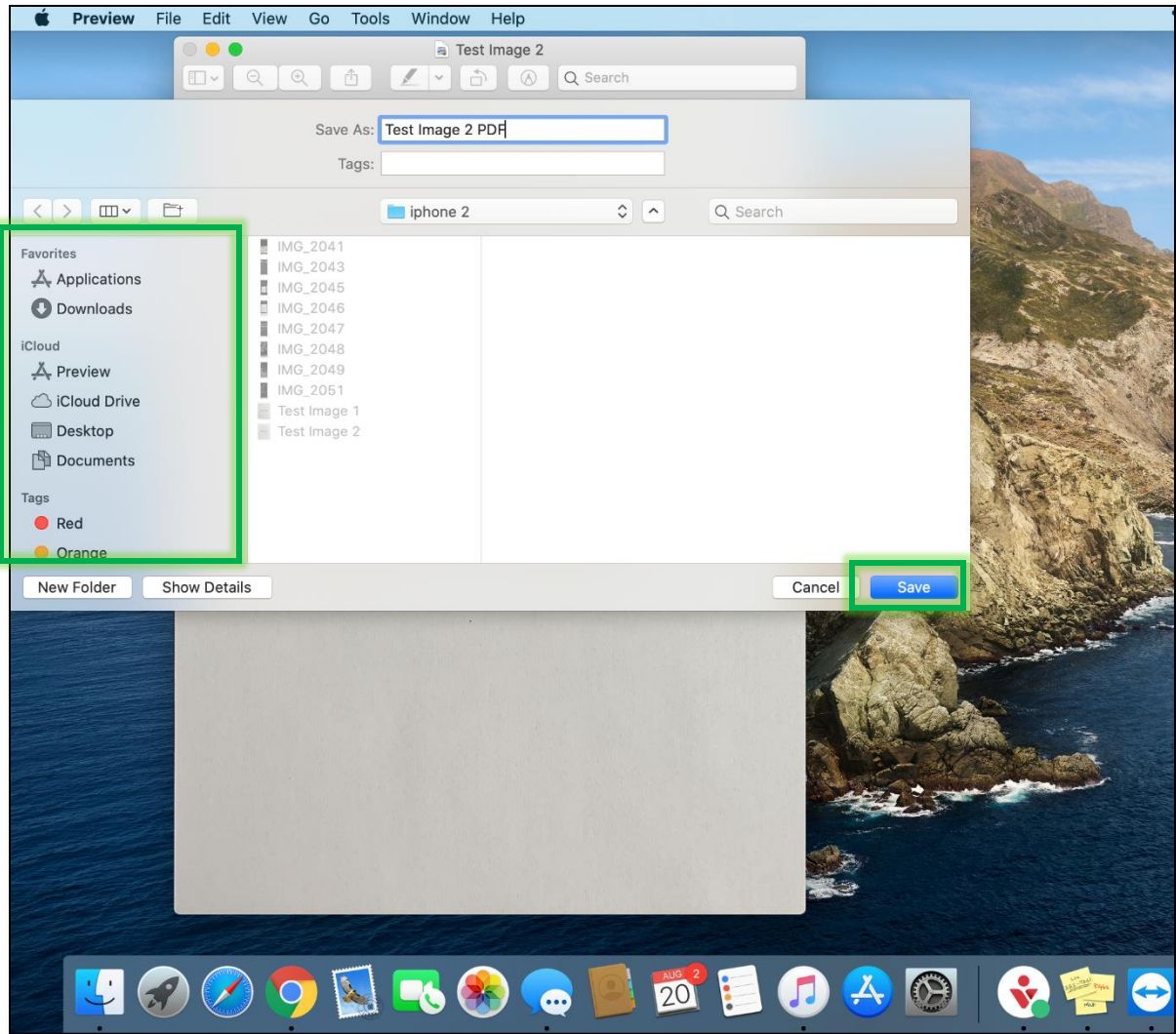

1. **Open** the image you want to convert using the **Preview Application**. If you cannot find the Preview Application you can use **Finder,** which is the magnifying glass located in the top right-hand corner of the screen. **Type in Preview** and the application should appear as a **Top Hit**.

2. **Locate** (A) and **select** the **image** (B) you want to convert, then select **Open** (C). NOTE: You can select multiple images to convert to one PDF file.

3. In the top left-hand corner **select File.** Scroll down the menu and **select Export as PDF.**

4. **Select where** you would like to save the document on your Mac and **select Save** in the bottom right-hand corner.