

## MAC LESSON 11

### CREATE ACROBAT PDF's ON THE FLY

By now, you have no doubt heard about the PDF document file format. PDF stands for Portable Document Format, and a PDF document can be read on many platforms from PC to Mac. You can Read PDF files by using a program available as a free download from Adobe, Adobe Reader. Writing and creating a PDF file is a different story.

Sure, you can buy a PDF file creation program, but with the Mac OS X Operating System, you can create your own PDF files. Here's how.

When you're in an application and ready to save your document, press Command P, which is the standard shortcut to print a document, and in the Print dialog box, click on the Save AS DF button at the bottom of the window. A dialog box appears asking you to name your PDF file and decide where to save it. Click Save, and OS X instantly creates the PDF file for you.

