

Instructions on how to personalize the Family-Centred Care Poster

For Adobe Professional 9:

To insert your organization`s name at the top of the poster:

Click on textbox at the top of the poster and change content in the textbox.

To place your logo at the bottom of the poster:

1. Choose Tools → Content → Edit Object Tool
2. Right-click the page and choose Place Image.
3. Choose one of the following file formats: BMP, GIF, JPEG, JPEG2000, PCX, PNG, or TIFF.
4. Select an image file, and click Open.
A copy of the image file appears on the page, with the same resolution as the original file.
5. Adjust size of logo.

For Acrobat X Pro or Adobe Reader XI:

To insert your organization`s name at the top of the poster:

Click on textbox at the top of the poster and change content in the textbox.

To place your logo at the bottom of the poster:

1. Copy an image by doing one of the following:
 - In Acrobat, choose Edit → Take a Snapshot , and select an image from a PDF.
 - In another application, select an image and choose Edit → Copy.
2. Choose Comment > Annotations > Stamps > Paste Clipboard Image As Stamp Tool.
Note: *The Paste Clipboard Image As Stamp tool isn't available until you copy an image.*
3. Click in the Poster where you want the image to appear.
4. Do any of the following:
 - To move the image, drag it.
 - To resize the image, select it and then drag one of its handles. Press the Shift key when resizing the image to maintain the original proportions.
 - To change the image properties, right-click it and choose Properties.
 - To delete the image, right-click it and choose Delete.