

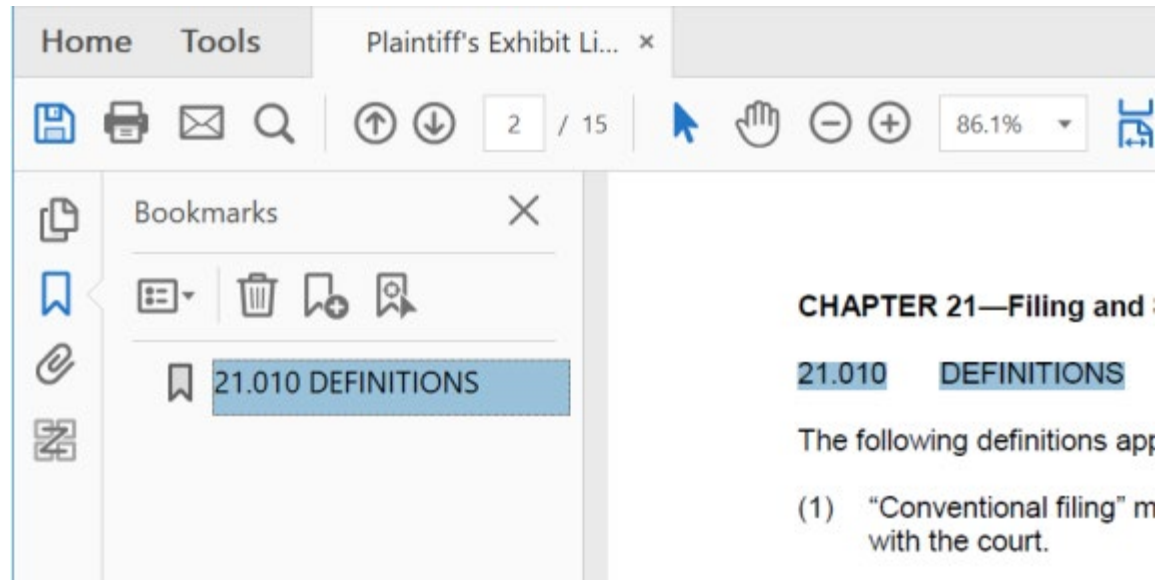


Bookmarking a PDF

- Open PDF
- Click on the Bookmark icon 
- Highlight the beginning of the Exhibit
- Click  to add bookmark



Creating a Linked Index using Document Links

- Select “View” then “Tools”
- From “Tools” select “Edit PDF”
- From the “Edit PDF” toolbar select “Link” and “Add/Edit Web or Document Link”
- Locate the first entry on the Index
- Drag a box around the entire index entry
- From the “Create Link” dialog box, select the “Link Type” of “Invisible Rectangle”
- Select the “Link Action” of “Go To View” dialog box
- With the “Go To View” dialog box still open, scroll to the first page of the exhibit and click “Set Link”
- Repeat for each exhibit