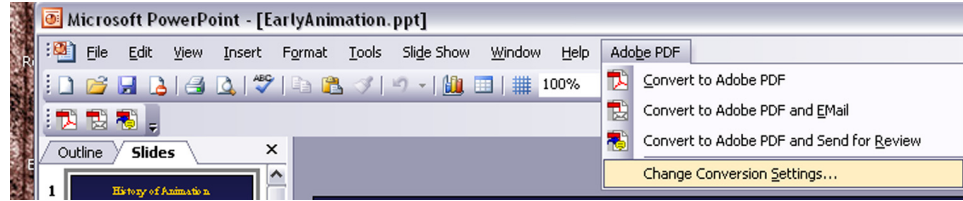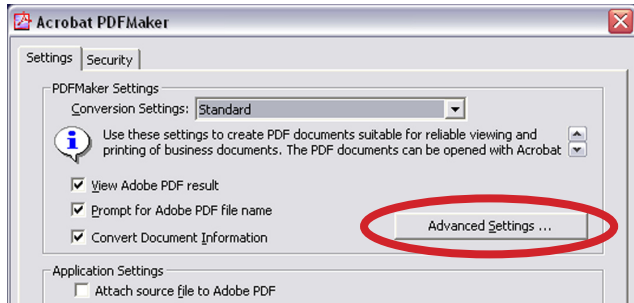# How to Convert Powerpoint to PDF on a PC

Change Conversion Setting

1. Under Adobe PDF choose
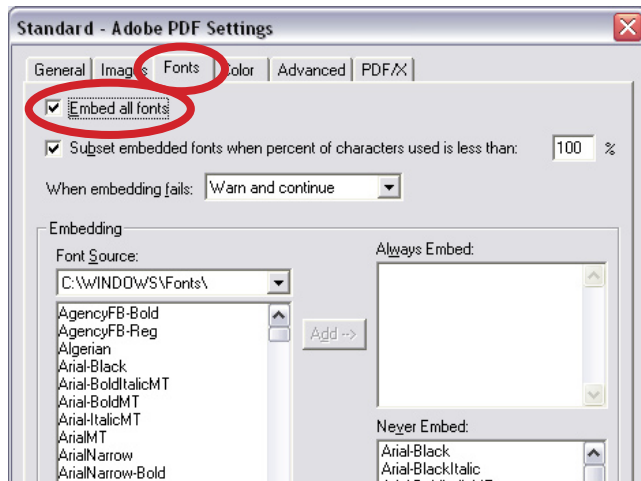   Change Conversion Settings

2. Under the Setting Tab
   Choose Advanced Settings

Embed Fonts

3. Under the Fonts tab
   Check Embed all fonts

4. Select Okay to get back to Powerpoint

Export PDF

5. Under Adobe PDF choose
   Convert to Adobe PDF