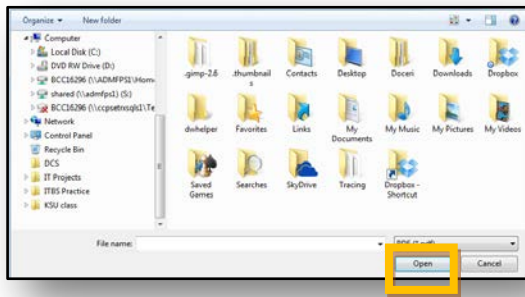
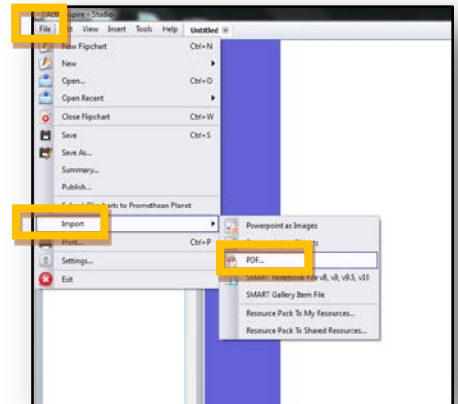




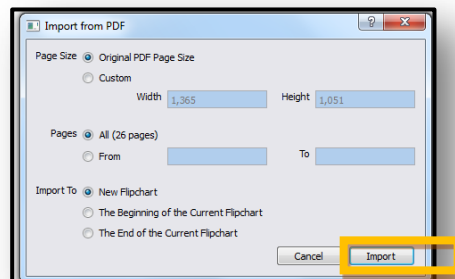
Importing PDF Files into ActivInspire

The purpose of importing PDF files into ActivInspire is to turn a document into a flipchart that can be used within ActivInspire. This allows a document to become interactive and engaging. ActivInspire allows you turn a PDF, PowerPoint presentation, ExamView XML files, IMS QTI XML files, SMART Notebook files, and SMART Gallery items into a flipchart to be used with ActivInspire tools.

1. Click **File**, then **Import** from the dropdown menu. Choose **PDF**.
2. Browse to the location of the PDF.
3. Click **Open**.



4. A new window will appear.
 - a. Choose the Page size (Original PDF Page Size is recommended).
 - b. For Pages, select the pages that you want to import (you may not want to import the title page or answer key).
 - c. Import to: Select whether you would like it to create a new flipchart, insert into the beginning of the current flipchart or insert at the end of the current flipchart.
5. Click **Import**.



6. After importing the PDF it must be saved as a flipchart. After the import is completed hyperlinks, actions and transitions may be created as desired.