

Resizing a PDF to 8.5" x 11"

Important – These instructions are specific to Adobe Acrobat. If you don't have Adobe Acrobat, please click <u>here</u> to download.

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4) After clicking **Print**, a new **Save Print Object As** dialog box comes up where you will rename your document. Click **Save**. Adobe will not allow you to save it with the same name. **Be sure to note where you save the file.** Your new document will be 8.5"x 11."





Confirm Page Size of a PDF

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4) In the dialog box, you will find the dimensions of your document under **Advanced** and next to **Page Size**. If your page size reads **8.50 x 11.00 in**, your document is the correct size for submission into MiFILE.

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