

## **Printing Stories and Sharing as PDF Files**

**Pictello** (iPad, iPhone and iPod touch). In this tutorial you will print a story or share it as a PDF file which can be emailed and printed from a computer.



Locate the story you want to print or share, and then tap the *Edit* button. Next, tap the story.



A list of choices will appear. Tap Share.



If you choose *Print*, you can print your story to an AirPrint supported printer. Note that not all printers support AirPrint.



See <u>support.apple.com/kb/</u> <u>ht4356</u> for more information on compatible printers.



or the Sharing Por the Sharing Server. For info on sharing stories using iTunes File Sharing, see the tutorial, Sharing Stories using iTunes File Sharing (bit.ly/17Sa0h9).

For info on sharing stories

If you choose Share as Pictello

Story. vou will be given the

choice of exporting the story to

using the Sharing Server, see

the tutorial, *Sharing Stories using the Sharing Server* (bit.ly/1d00Ke7).



If you choose Share as PDF,

you will then be given the choice of mailing the PDF from your device, printing the PDF, exporting the PDF, exporting the PDF to iTunes File Sharing, (see instructions on the next page) or opening the PDF in an app that can open PDFs, such as iBooks.



Note that choosing *Open In...* will show you a list of all the apps on your device that can open a PDF. The list will be different depending on the apps you have installed.





<u>Important Note:</u> If you are connecting your device to a computer you do not usually sync your device to, be sure to disable iTunes' automatic syncing so you do not overwrite your device's contents! Follow these steps <u>before</u> you attach your device to <u>any</u> new computer, or any new user account on a computer that has multiple accounts.

*Mac:* Make sure iTunes is the active application, and then select the iTunes menu at the top left corner of the screen, next to the Apple. Click on *Preferences*, then click the *Devices* tab in the window that appears. Click the check box for *Prevent iPods, iPhones, and iPads from syncing automatically.* Then click *OK*. Windows: Click the button in the top-left corner of iTunes, select *Preferences*, and then follow the directions above for Macs.

## Mac:





## Windows:







## Saving PDFs to Your Computer using iTunes File Sharing



. Click your device in the left iTunes sidebar.

If the left iTunes sidebar is not visible on a Mac, select View > Show Sidebar from the top menu.

If the left iTunes sidebar is not visible on a PC, click the button in the top-left corner of iTunes and select *Show Menu Bar*. Next, select *View > Show Sidebar* from the top menu.

- Click on the *Apps* tab ② in the iTunes window.
- Scroll the page down until you reach the File Sharing section.
- Select Pictello.
- In the Pictello Documents list, all the Pictello stories and library backup files that have been exported to iTunes from your device will be visible. Stories saved as PDFs end in ".pdf". Select the PDF you want to save and click the Save to... button to save the file on your computer.

Once the file is on the computer, you can print the PDF or use your email program to attach the PDF to an email, and then email the file to share the story.