

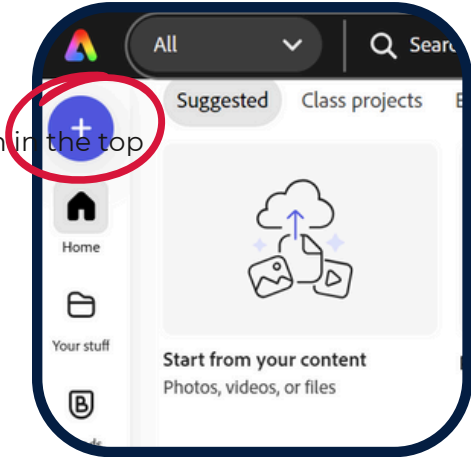
T4L Support Guides

Adobe Express

Organise Pages

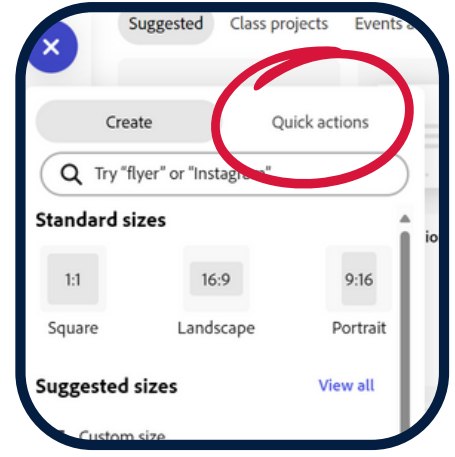
Step 1

Select the + icon in the top left corner.



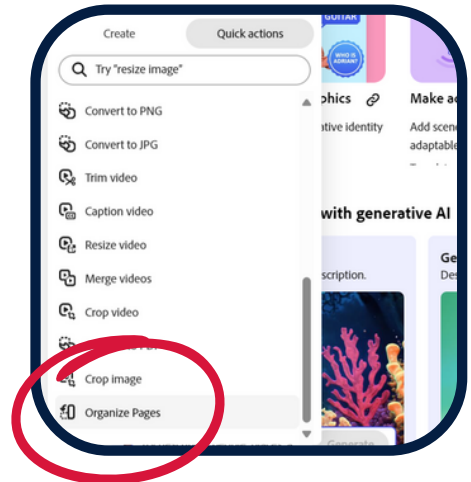
Step 2

Select the **quick actions** tab on the right of the pop-up menu.



Step 3

Scroll down to **organise pages** and select.



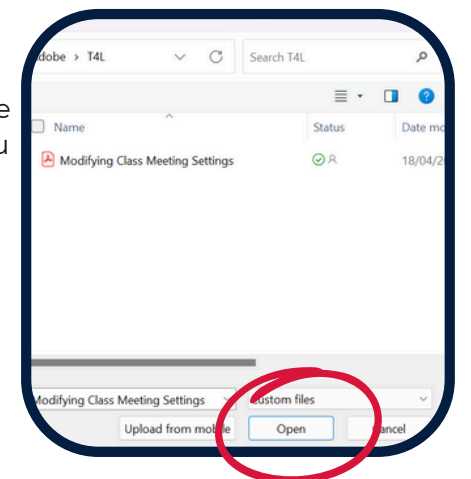
Step 4

Tap inside the pop-up window.



Step 5

Navigate to the PDF file that you require and select **open**.



Step 6

Add more files in the same manner if needed by selecting **add a file**.



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Step 7

Rearrange the pages by dragging and dropping them to the correct order.



Step 8

To the right of your files, ensure the **select all** box is checked, or alternatively individually check the individual pages to be included. Hit **download**.

