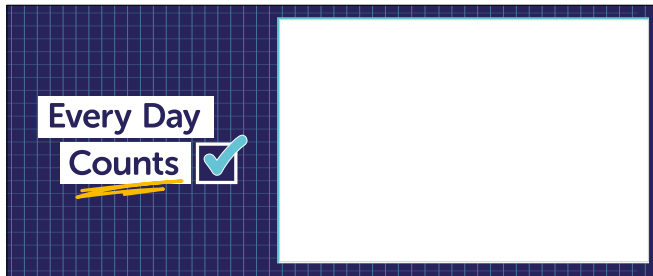**Norfolk** County Council

Every Day Counts ✓

Digital Pack for Schools

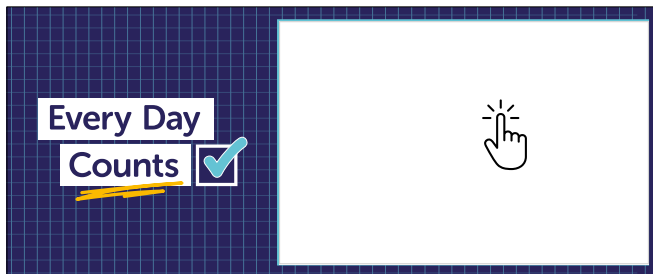**Option 1:** Use the digital assets provided.

Option 2: Use the templates provided to insert your own school photo, instructions below:

1
Open the PDF in Adobe Acrobat Reader, if you don't have a copy, you can download it <u>here</u>.

2
Click on the empty space to insert your photo. Click 'browse' – insert your photo from file.

2
Done! Save your PDF and upload to your social media channel.

You can also convert your PDF to JPEG by using this free <u>online tool.</u>

Please note: you will not be able to resize your image, once inserted into Adobe Acrobat Reader, so please choose an original image that fits the space best.