



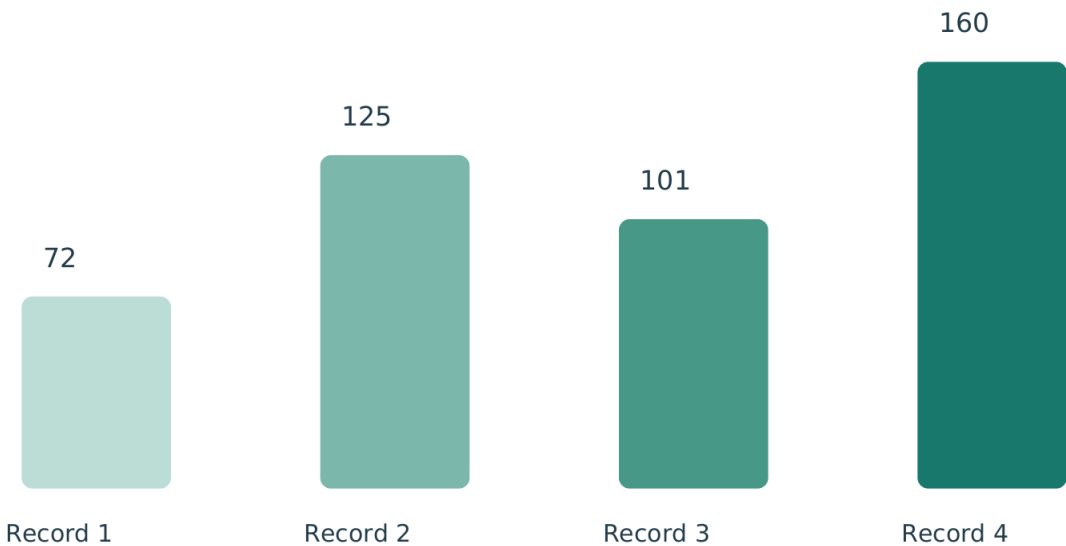
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01 Inspect text and charts

A smaller file does not guarantee that every detail is ready to share.
Keep the original and review important pages before sending.

Sample chart: four fictional records



Check	Target	Result
Page order	2 pages	To check
Numbers	125 / 160	To check
Text edges	Clear, no missing letters	To check

Small print: 0123456789 / ABCDEFG / Are the numbers and lines clear?

All text and charts created by MV Tools for this tutorial.

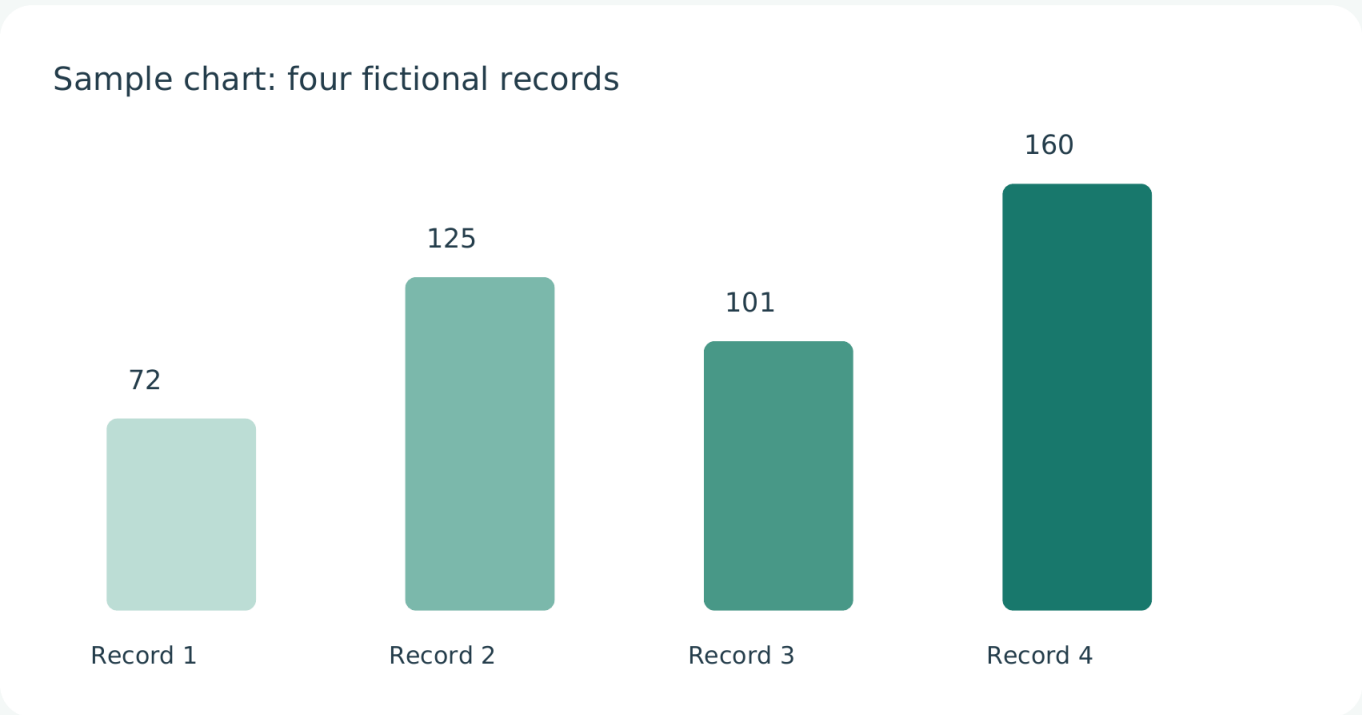


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02 Check tables and small print

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Check	Target	Result
Page order	2 pages	To check
Numbers	125 / 160	To check
Text edges	Clear, no missing letters	To check

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