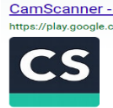


Instructions about CONVERTING PICTURES TO PDF through CamScanner App

Step 1- Download the App CamScanner



Step 2- Take Pictures of all docs needed to be converted to PDF

Step 3- Open the CamScanner App

Step 4- Click Camera icon in the middle then click the picture icon to the right

Step 5- Select the pictures that were taken to be converted to PDF

Step 6- Click “Import” on top right of the screen

Step 7- Click check mark “v” at the bottom right of the screen

Step 8- Click Share icon



Step 9- Within Share with friends icons, click “Email”

Step 10- Type mona@songtaxaccounting.com to send. Please add subject as “Full Name – 2023 Tax Docs”