

# Editing Stuff From The Web

## **Copy and Paste Method:**

1. Find source material on the web.
2. Launch the Pages program.
3. Copy from the web page and past into blank Pages document.
4. or download as a PDF (print > save as pdf), then copy and paste into a blank Pages document.
5. You will need to copy and paste images from the PDF document or the original web page.
6. Edit text and images in Pages and save new document.

## **Scanning and Convert Method:**

1. Open scanning program (I use [Readiris](#)). (\$129.00 or free with some scanners)
2. Place original paper document on the scanner glass and close the lid.
3. Scan the document following manufacturer's instructions.
4. Use the OCR function when you "scan and convert".
5. Open new document in Pages.
6. Edit the new document and save the new document.

## **Convert PDF to iWork Document:**

1. Download a PDF from the Web, or use a PDF document from your files.
2. Open [PDF2Office for iWork](#). (\$59.00)
3. Click on "Add File" icon and select the PDF document you want to convert.
4. Choose whether to convert to the Pages or the Keynote document format.
5. Select the graphic options you want.
6. Select a download folder.
7. Click on the "Convert File" button.
8. The converted file will open automatically.
9. Edit the text and pictures in Pages and save as a new document.
10. Here is another option at the Apple Apps Store called [PDF Converter](#). (\$59.99)
11. And here is another one called [Doxcillin](#). (Free)

## **Download and Convert Youtube and Other Video Files:**

1. Open [MovieSherlock](#). (\$14.99 to \$39.99)
2. Go to Youtube.com and find a movie you want to download.
3. Click on the "Share" button and copy the URL.
4. Paste the copied URL into window into the search window and click on the "Search" button.
5. Then Click "Download" button to download to a folder preselected in Preferences.
6. The file is saved in MP4 format.
7. A freeware option is MPEG [Streamclip](#) from Five Squared.
8. You can also try [HandBreak](#), by a French developer.

## **Record Still / Video Clips and Screen Capture Anything on Your Monitor:**

1. Install [Snapz Pro X](#). (\$69.00)
2. Make sure what you want is on the screen
3. Press Command + Shift + 3.
4. Choose Screen, Objects, Selection or Movie.
5. For capturing a movie or screen action select movie and size the portion of the screen you want to capture.
6. Press enter and begin recording,
7. When finished, press Command + Shift + 3.
8. You will then be prompted to save your video.
9. 6 best [free video converters](#) for Mac.+
10. Here is a free and easy alternative: [Firefox plug-in](#)