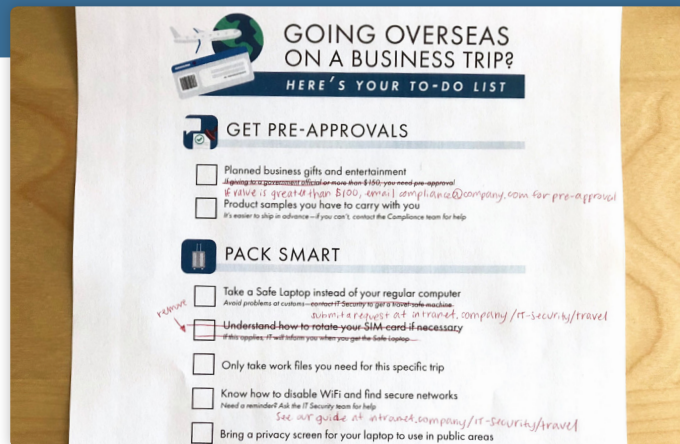


# Making changes to a job aid?

Now that you've reviewed the job aid and know what changes you'd like to make, here are two ways you can mark up the job aid so we can implement your changes.

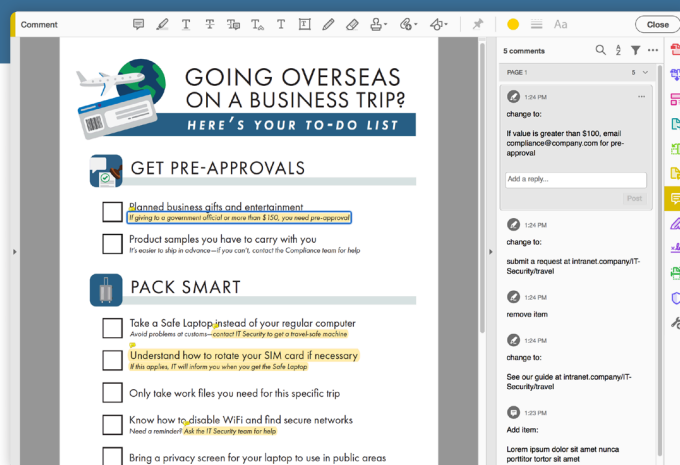
## Marking up edits by hand

1. Print out the preview version of your job aid
2. Handwrite your changes on the document
3. Scan or take a picture of the page
4. Email those changes back to Courtney at [courtney@thebroadcast.com](mailto:courtney@thebroadcast.com)



## Marking up edits digitally

1. Use Adobe, Preview, or another PDF reader, to add comments or notes
2. Save the file
3. Email back to Courtney at [courtney@thebroadcast.com](mailto:courtney@thebroadcast.com)



## ★ Need more guidance?

Review our Customization Guide to see what changes are included: <https://hubs.ly/H0gkTD10>

## Have questions? Chat with us!

📞 972-836-6228

✉️ [courtney@thebroadcast.com](mailto:courtney@thebroadcast.com)

🖱️ [thebroadcast.com/help-desk](https://thebroadcast.com/help-desk)